Administrative Report for 03/08/2024

I submitted a termination letter to Wilklow and Associates on February 22, 2024. The agreement says we will give them 60 days' notice of termination. I have included the letter and an email from Nancy Palmer acknowledging receipt of the letter.

I once again tried payroll online with QuickBooks. I again got nowhere. They refused to break out Medicare from Social Security. I have canceled the payroll subscription. I would like to keep the accounting portion online and keep the payroll on the Desktop version. I have been looking into other accounting systems. I asked Caselle to give me a new quote. I asked if there were some items they could take off the previous quote. The new quote came back at $33,000 as opposed to the previous quote of $41,000. The difference in the 2 quotes is for the conversion section. I’m not sure it would be wise to leave that part out of switching to Caselle if we decided to go that route.

We paid the deposit on the new vac trailer. I’m sure Terry will mention all of the details in his report.

We received a letter from the Huerfano County Treasurer. We will talk about this under New Business.

Terry and I both did cross-training with Kristan and have learned the first processes of billing and meters.