

# Peninsula Executives Association

PO Box 36255, San Jose, CA 95158

Phone: 408-266-9658 | [peaworks@executives.org](mailto:peaworks@executives.org)



## Board Meeting Agenda

June 13, 2024 onsite at Café Wisteria

**Call to Order 8:35 a.m.**

**Welcome ~ Neal Coogler, President**

### **GUEST AGENDA ITEMS (if applicable) – 8:35 AM (10-minutes)**

Guest agenda items will be heard before reviewing other Board matters.

### **CONSENT AGENDA ITEMS ~ 8:45 AM (10-minutes)**

#### **1. CONSENT AGENDA: Financial Update**

- Board Retreat Notes: May 2024 attached
- Participation and Attendance May 2024
- Financial Statements through May 24 or 31, 2024

#### **Attendance and Participation ~ MAY 2024**

Date	# Members	Ongoing	Direct	Referral	Internet	Attended	Guests
5/2/2024	47	12	18	46	57	40	0
5/9/2024	47	0	27	6	26	31	0
5/16/2024	47	9	16	2	67	36	0
5/23/2024	47	0	0	1	0	0	0
5/30/2024	47	34	51	59	88	41	0
<b>TOTALS</b>	<b>47</b>	<b>55</b>	<b>112</b>	<b>114</b>	<b>238</b>	<b>148</b>	<b>0</b>

Month	# Members	Ongoing	Direct	Avg weekly	Referrals	Avg weekly	Internet	Avg weekly	Attendance avg
May 2024	47	55	112	28	114	28	238	60	37
Apr 2024	47	53	132	33	104	26	105	26	44
Mar 2024	49	56	61	15	86	22	152	38	39

## Accounts Receivables Update ~ May 31, 2024

Total outstanding receivables are \$3,180.00 through May 31, 2024:

- **Total A/R for Association membership dues outstanding for February 1, 2024**, invoices total **\$270.00**, and is 3 member invoices.
- **Total A/R for Association membership dues outstanding for March 1, 2024**, invoices total **\$530.00**, and is 5 member invoices.
- **Total A/R for Association membership dues outstanding for April 1, 2024**, invoices total **\$650.00**, and is 6 member invoices.
- **Total A/R for Association membership dues outstanding for May 1, 2024**, invoices total **\$1,730.00**, and is 15 member invoices.

**Through May 31, 2024, PEA is showing a LOSS of (\$1,837.26).** This will change as the year goes on and we should end the year close to breakeven or with a slight loss.

### 2. **CONSENT AGENDA: Membership update**

We currently have 47 active members as of May 31, 2024.

1 business is pending and currently seeking PEA Membership.

Jeannine Lewis, Nob Hill Gazette

Classification: Media Specialist

Sponsor: JB Bell

No further information has been presented and this application is nearly six months old, well past the policy timeframe for new applications.

Does the Board want to close this application and advise the Membership Committee?

### 3. **CONSENT AGENDA: Review of Weekly Business Meetings & Planning Future Meetings**

The master calendar is online at: <http://bit.ly/pea-master-calendar>

**Please make note of the upcoming holidays or special activities:**

- July 4: PEA Holiday
- July 11: Board meeting and business meeting onsite at Café Wisteria.
- July 11: Committee Meetings
- August 8: Board meeting and business meeting onsite at Café Wisteria
- August 22: Program Committee hosts regular business meeting
- August 29: PEA Holiday
- September 12: Board meeting and business meeting onsite at Café Wisteria
- September 12: Committee meetings

### **REVIEW OF ACTION ITEMS LIST ~ 8:55 AM (15-minutes)**

The full action item list is on Google drive here:

[https://docs.google.com/spreadsheets/d/14Rk2\\_hEeVevY\\_c6cXV9YhBrrwYg3YFDL240qZP2yhts/edit?usp=sharing](https://docs.google.com/spreadsheets/d/14Rk2_hEeVevY_c6cXV9YhBrrwYg3YFDL240qZP2yhts/edit?usp=sharing)

### **DISCUSSION ITEMS ~ 9:10 AM (30-minutes)**

- **Updates from Other Committees:** as needed if there are any who require Board assistance with anything

#### **Neal Notes effective July Board Meeting:**

In an effort to make the best use of our Board Liaison roles, please review and prepare the following for each of our monthly Board meetings, beginning with the July 11, 2024 meeting:

1. Please submit any new business from a committee in advance to have it included in a Board meeting agenda.
2. Please be prepared each month to provide an update of your committee's activities, plans, issues, concerns, or ways in which the Board and/or members may support the committee's work. The Board would like to stay on top of the activities of every one of the committees.
3. Please review the description of your committee attached to the agenda to see if it is still an appropriate description. If out of date or not relevant, then please work with the committee to revise/rewrite the description and submit it to the Board for review/approval.

### **NEW BUSINESS ~ 9:40 AM (5-minutes)**

- 

**ADJOURN 9:45 AM**

**NEXT BOARD MEETING: July 11 @ Café Wisteria**

# Peninsula Executives Association

## Balance Sheet

As of May 31, 2024

	<u>Total</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
First Rep checking 0353	8,310.50
First Rep savings 7458	14,822.69
<b>Total Bank Accounts</b>	<b>\$ 23,133.19</b>
<b>Other Current Assets</b>	
Undeposited Funds	650.00
<b>Total Other Current Assets</b>	<b>\$ 650.00</b>
<b>Total Current Assets</b>	<b>\$ 23,783.19</b>
<b>TOTAL ASSETS</b>	<b>\$ 23,783.19</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Pre Paid Dues - Pro Staff	2,600.00
<b>Total Other Current Liabilities</b>	<b>\$ 2,600.00</b>
<b>Total Current Liabilities</b>	<b>\$ 2,600.00</b>
<b>Total Liabilities</b>	<b>\$ 2,600.00</b>
<b>Equity</b>	
Retained Earnings	23,020.45
Net Income	-1,837.26
<b>Total Equity</b>	<b>\$ 21,183.19</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 23,783.19</b>

**Peninsula Executives Association**  
**A/R Aging Summary**  
As of May 31, 2024

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>91 - 120</b>	<b>121 and over</b>	<b>Total</b>
<b>Arboreal Company</b>	120.00		120.00	120.00			360.00
<b>Arranged4Comfort</b>	120.00		120.00				240.00
<b>California Business Opportunities</b>	120.00						120.00
<b>Events, Etc...</b>	120.00						120.00
<b>Gleim the Jeweler</b>	120.00						120.00
<b>Hoge Fenton</b>	120.00						120.00
<b>Home Preservation Services</b>	120.00						120.00
<b>IVMA Home Improvement</b>	120.00						120.00
<b>JPMorgan Chase</b>	120.00		120.00	120.00			360.00
<b>Lane Cleaning Services</b>	120.00			120.00			240.00
<b>Lost Boys Design</b>	120.00						120.00
<b>New York Life Insurance Company</b>	120.00		120.00	120.00	120.00		480.00
<b>Prostone Services</b>				-120.00	120.00		0.00
<b>State Farm Agency</b>	120.00						120.00
<b>Suncrest Hospice LLC</b>	120.00						120.00
<b>Tearse Eye Care</b>			120.00				120.00
<b>TOMSTUDIO</b>	50.00		50.00	50.00	30.00		180.00
<b>Unexpected Treasures</b>		-120.00	-80.00				-200.00
<b>TOTAL</b>	<b>\$ 1,730.00</b>	<b>-\$ 120.00</b>	<b>\$ 570.00</b>	<b>\$ 410.00</b>	<b>\$ 270.00</b>	<b>\$ 0.00</b>	<b>\$ 2,860.00</b>

**Peninsula Executives Association  
Open Invoices Report**

As of May 31, 2024

<b>Customer</b>	<b>Date</b>	<b>Transaction type</b>	<b>Due Date</b>	<b>Open Balance</b>
<b>Arboreal Company</b>				
	03/01/2024	Invoice	03/31/2024	120.00
	04/01/2024	Invoice	04/30/2024	120.00
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for Arboreal Company</b>				<b>\$ 360.00</b>
<b>Arranged4Comfort</b>				
	04/01/2024	Invoice	04/30/2024	120.00
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for Arranged4Comfort</b>				<b>\$ 240.00</b>
<b>California Business Opportunities</b>				
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for California Business Opportunities</b>				<b>\$ 120.00</b>
<b>Events, Etc...</b>				
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for Events, Etc...</b>				<b>\$ 120.00</b>
<b>Gleim the Jeweler</b>				
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for Gleim the Jeweler</b>				<b>\$ 120.00</b>
<b>Hoge Fenton</b>				
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for Hoge Fenton</b>				<b>\$ 120.00</b>
<b>Home Preservation Services</b>				
	05/01/2024	Invoice	05/31/2024	120.00
<b>Total for Home Preservation Services</b>				<b>\$ 120.00</b>

**IVMA Home Improvement**

05/01/2024 Invoice 05/31/2024 120.00

**Total for IVMA Home Improvement****\$ 120.00****JPMorgan Chase**

03/01/2024 Invoice 03/31/2024 120.00

04/01/2024 Invoice 4/30/2024 120.00

05/01/2024 Invoice 05/31/2024 120.00

**Total for JPMorgan Chase****\$ 360.00****Lane Cleaning Services**

03/01/2024 Invoice 03/31/2024 120.00

05/01/2024 Invoice 05/31/2024 120.00

**Total for Lane Cleaning Services****\$ 240.00****Lost Boys Design**

05/01/2024 Invoice 05/31/2024 120.00

**Total for Lost Boys Design****\$ 120.00****New York Life Insurance Company**

02/01/2024 Invoice 02/29/2024 120.00

03/01/2024 Invoice 03/31/2024 120.00

04/01/2024 Invoice 04/30/2024 120.00

05/01/2024 Invoice 05/31/2024 120.00

**Total for New York Life Insurance Company****\$ 480.00****Prostone Services**

02/01/2024 Invoice 03/02/2024 120.00

03/08/2024 Payment 03/08/2024 -120.00

**Total for Prostone Services****\$ 0.00****State Farm Agency**

05/01/2024 Invoice 05/31/2024 120.00

**Total for State Farm Agency****\$ 120.00****Suncrest Hospice LLC**

05/01/2024 Invoice 05/31/2024 120.00

**Total for Suncrest Hospice LLC** \$ 120.00

**Tearse Eye Care**

04/01/2024 Invoice 04/30/2024 120.00

**Total for Tearse Eye Care** \$ 120.00

**TOMSTUDIO**

02/01/2024 Invoice 02/29/2024 30.00

03/01/2024 Invoice 03/31/2024 50.00

04/01/2024 Invoice 04/30/2024 50.00

05/01/2024 Invoice 05/31/2024 50.00

**Total for TOMSTUDIO** \$ 180.00

**Unexpected Treasures**

05/14/2024 Payment 05/14/2024 -80.00

**Total for Unexpected Treasures** -\$ 80.00

\$ 2,980.00

**Peninsula Executives Association**  
**Profit and Loss - Previous Year Comparison**  
**March - May, 2024**

	<b>Total</b>				
	<b>Mar - May, 2024</b>	<b>Mar - May, 2023 (PY)</b>	<b>Change</b>	<b>% Change</b>	
<b>Income</b>					
Contributions income	\$880.00	\$115.00	\$765.00	\$6.65	
Dues			\$0.00		
1st Quarter Dues	\$550.00	\$8,936.83	-\$8,386.83	-\$0.94	
2nd Quarter Dues	\$300.00		\$300.00		
3rd Quarter Dues	\$350.00		\$350.00		
Dues owed prev fiscal yr pd now		\$380.00	-\$380.00	-\$1.00	
Guest breakfast fees	\$300.00		\$300.00		
Monthly Dues Income	\$16,432.00		\$16,432.00		
<b>Total Dues</b>	<b>\$17,932.00</b>	<b>\$9,316.83</b>	<b>\$8,615.17</b>	<b>\$0.92</b>	
Initiation Fees	\$125.00	\$250.00	-\$125.00	-\$0.50	
Outings - income			\$0.00		
Networking	\$100.00	\$350.00	-\$250.00	-\$0.71	
<b>Total Outings - income</b>	<b>\$100.00</b>	<b>\$350.00</b>	<b>-\$250.00</b>	<b>-\$0.71</b>	
Pandemic Discount	-\$168.00	-\$90.00	-\$78.00	-\$0.87	
Unapplied Cash Payment Income	-\$370.00	-\$190.00	-\$180.00	-\$0.95	
<b>Total Income</b>	<b>\$18,499.00</b>	<b>\$9,751.83</b>	<b>\$8,747.17</b>	<b>\$0.90</b>	
<b>Gross Profit</b>	<b>\$18,499.00</b>	<b>\$9,751.83</b>	<b>\$8,747.17</b>	<b>\$0.90</b>	
<b>Expenses</b>					
Anniversary celebration	\$426.36	\$856.28	-\$429.92	-\$0.50	
Bank fees		-\$20.94	\$20.94	\$1.00	
Board retreat		\$51.11	-\$51.11	-\$1.00	
Breakfasts	\$10,019.94	\$2,283.82	\$7,736.12	\$3.39	
Contract Services	\$8,181.00	\$8,031.00	\$150.00	\$0.02	
Insurance	\$368.00	\$276.00	\$92.00	\$0.33	
Outings - expense			\$0.00		
Boosters Hosted events	\$700.00		\$700.00		
Networking		\$543.08	-\$543.08	-\$1.00	
<b>Total Outings - expense</b>	<b>\$700.00</b>	<b>\$543.08</b>	<b>\$156.92</b>	<b>\$0.29</b>	
Postage	\$65.40	\$43.48	\$21.92	\$0.50	

<b>QBO-PayPal Transaction Fees</b>	\$272.55	\$87.42	\$185.13	\$2.12
<b>QuickBooksOnline User Fees</b>	\$120.00	\$120.00	\$0.00	\$0.00
<b>Web site related expenses</b>			\$0.00	
<b>Software subscriptions</b>	\$169.00		\$169.00	
<b>Web hosting</b>	\$8.48	\$0.48	\$8.00	\$16.67
<b>Web Site - Domain Name</b>	\$17.99	\$17.99	\$0.00	\$0.00
<b>Website Security Software</b>	\$32.00	\$18.00	\$14.00	\$0.78
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Web site related expenses</b>	<b>\$227.47</b>	<b>\$36.47</b>	<b>\$191.00</b>	<b>\$5.24</b>
<b>Total Expenses</b>	<b>\$20,380.72</b>	<b>\$12,307.72</b>	<b>\$8,073.00</b>	<b>\$0.66</b>
<b>Net Operating Income</b>	<b>-\$1,881.72</b>	<b>-\$2,555.89</b>	<b>\$674.17</b>	<b>\$0.26</b>
<b>Other Income</b>				
<b>Interest Income</b>	\$44.46	\$47.51	-\$3.05	-\$0.06
<b>Total Other Income</b>	<b>\$44.46</b>	<b>\$47.51</b>	<b>-\$3.05</b>	<b>-\$0.06</b>
<b>Net Other Income</b>	<b>\$44.46</b>	<b>\$47.51</b>	<b>-\$3.05</b>	<b>-\$0.06</b>
<b>Net Income</b>	<b>-\$1,837.26</b>	<b>-\$2,508.38</b>	<b>\$671.12</b>	<b>\$0.27</b>

Peninsula Executives Association

PayPal Bank, Period Ending 05/28/2024

RECONCILIATION REPORT

Reconciled on: 05/28/2024

Reconciled by: Angi Roberts

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	-24.00
Checks and payments cleared (4).....	-41.99
Deposits and other credits cleared (7).....	65.99
Statement ending balance.....	<u>0.00</u>

Register balance as of 05/28/2024..... 0.00

Details

Checks and payments cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/24/2024	Expense	7K540354VL9970532	DreamHost	-8.00
04/24/2024	Expense	854314691K8520118	DreamHost	-17.99
04/24/2024	Bill Payment		DreamHost	-8.00
05/24/2024	Bill Payment		DreamHost	-8.00
Total				-41.99

Deposits and other credits cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/24/2023	Transfer			8.00
12/24/2023	Transfer			8.00
01/24/2024	Transfer			8.00
03/24/2024	Transfer			8.00
04/24/2024	Transfer			17.99
04/25/2024	Transfer			8.00
05/24/2024	Transfer			8.00
Total				65.99

Peninsula Executives Association

First Rep savings 7458, Period Ending 05/24/2024

RECONCILIATION REPORT

Reconciled on: 05/28/2024

Reconciled by: Angi Roberts

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	14,810.12
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	12.57
Statement ending balance.....	<u>14,822.69</u>

Register balance as of 05/24/2024.....14,822.69

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/24/2024	Deposit			12.57
Total				12.57

Peninsula Executives Association

First Rep checking 0353, Period Ending 05/24/2024

RECONCILIATION REPORT

Reconciled on: 05/28/2024

Reconciled by: Angi Roberts

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	13,239.39
Checks and payments cleared (17)	-8,945.80
Deposits and other credits cleared (13)	3,321.34
Adjustment	120.00
Statement ending balance	<u>7,734.93</u>
Uncleared transactions as of 05/24/2024	-8.00
Register balance as of 05/24/2024	7,726.93
Cleared transactions after 05/24/2024	0.00
Uncleared transactions after 05/24/2024	140.00
Register balance as of 05/28/2024	<u>7,866.93</u>

Details

Checks and payments cleared (17)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2024	Expense		QuickBooks Payments	-1.20
05/01/2024	Bill Payment		Cafe Wisteria @ Allied Arts	-1,657.08
05/01/2024	Expense		QuickBooks Payments	-22.74
05/01/2024	Bill Payment		Cafe Wisteria @ Allied Arts	-2,133.80
05/02/2024	Expense		QuickBooks Payments	-5.99
05/03/2024	Expense		QuickBooks Payments	-3.59
05/06/2024	Expense		QuickBooks Payments	-3.59
05/07/2024	Expense		QuickBooks Payments	-3.59
05/08/2024	Expense		QuickBooks Payments	-3.59
05/14/2024	Check	99425253	Amazon S3 Site	-0.16
05/16/2024	Expense		QuickBooks Payments	-1.20
05/16/2024	Expense		All About Business Services - ...	-40.00
05/19/2024	Transfer			-2,727.00
05/21/2024	Bill Payment		Cafe Wisteria @ Allied Arts	-272.08
05/21/2024	Bill Payment		Cafe Wisteria @ Allied Arts	-2,069.11
05/22/2024	Expense			-0.48
05/22/2024	Expense			-0.60
<b>Total</b>				<b>-8,945.80</b>

Deposits and other credits cleared (13)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/01/2024	Deposit			840.00
05/02/2024	Deposit			360.00
05/03/2024	Deposit		Prostone Services	120.00
05/06/2024	Deposit		Benyammi, Fella, DDS	120.00
05/07/2024	Deposit		Urbanscapes Landscape Com...	120.00
05/08/2024	Deposit		IVMA Home Improvement	120.00
05/13/2024	Deposit			0.26
05/14/2024	Deposit		D.B. Gaskill Advertising Speci...	360.00
05/14/2024	Deposit			770.00
05/14/2024	Deposit			390.00
05/16/2024	Deposit		All Reasons Moving & Storage	120.00
05/21/2024	Deposit			0.60
05/21/2024	Deposit			0.48
<b>Total</b>				<b>3,321.34</b>

**Additional Information**

Uncleared checks and payments as of 05/24/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/24/2024	Transfer			-8.00
<b>Total</b>				<b>-8.00</b>

Uncleared checks and payments after 05/24/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/28/2024	Bill Payment		Deanne Belcher	-700.00
<b>Total</b>				<b>-700.00</b>

Uncleared deposits and other credits after 05/24/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/28/2024	Deposit			840.00
<b>Total</b>				<b>840.00</b>



# Transactions

All  Search  Filter 1

<input type="checkbox"/>	Date	Description	Name	Status	Gross	Fee	Net	Actions
<input type="checkbox"/>	4/24/24, 1:34 AM	Payment to	<a href="#">DreamHost, LLC</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	⋮
	4/24/24, 1:34 AM	Transfer from	<a href="#">Bank Account</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	
<input type="checkbox"/>	4/24/24, 12:58 AM	Payment to	<a href="#">DreamHost, LLC</a>	Completed	\$17.99 USD	\$0.00 USD	\$17.99 USD	⋮
	4/24/24, 12:58 AM	Transfer from	<a href="#">Bank Account</a>	Completed	\$17.99 USD	\$0.00 USD	\$17.99 USD	
<input type="checkbox"/>	3/24/24, 1:34 AM	Payment to	<a href="#">DreamHost, LLC</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	⋮
	3/24/24, 1:34 AM	Transfer from	<a href="#">Bank Account</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	
<input type="checkbox"/>	2/24/24, 1:35 AM	Payment to	<a href="#">DreamHost, LLC</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	⋮
	2/24/24, 1:35 AM	Transfer from	<a href="#">Bank Account</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	
<input type="checkbox"/>	1/24/24, 1:47 AM	Payment to	<a href="#">DreamHost, LLC</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	⋮
	1/24/24, 1:47 AM	Transfer from	<a href="#">Bank Account</a>	Completed	\$8.00 USD	\$0.00 USD	\$8.00 USD	
<input type="checkbox"/>	1/4/24, 12:01 PM	Payment to	<a href="#">Zoom Video Communications, Inc.</a>	Completed	\$167.10 USD	\$0.00 USD	\$167.10 USD	⋮
	1/4/24, 12:01 PM	Transfer from	<a href="#">Bank Account</a>	Completed	\$167.10 USD	\$0.00 USD	\$167.10 USD	

**Account Statement**  
BUSINESS MONEY MARKET



Page 1 of 3

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX47458

PENINSULA EXECUTIVES ASSOCIATION  
PO BOX 36255  
SAN JOSE CA 95158

**Account Summary** **XXXXXX47458**

Beginning Balance	\$14,810.12	Average Daily Balance	\$14,810.12
Total Deposits and Credits	\$12.57	Minimum Balance	\$14,810.12
Total Withdrawals and Debits	\$0.00	Service Charges	\$0.00
Total Checks Paid	\$0.00	Interest Paid This Period	\$12.57
<b>Ending Balance</b>	<b>\$14,822.69</b>	Interest Year to Date	\$75.77

**Account Activity**

Date	Description	Amount
	<b>Deposits and Credits</b>	
05/24	INTEREST CREDIT	\$12.57
	<b>Total Deposits and Credits</b>	<b>\$12.57</b>
	ANNUAL PERCENTAGE YIELD EARNED (APY-E)	1.30%



# Account Statement

BUSINESS MONEY MARKET



FIRST REPUBLIC  
now part of JPMORGAN CHASE

Page 3 of 3

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX47458

PENINSULA EXECUTIVES ASSOCIATION

## Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

## Message

**Reminder: Your First Republic deposit account(s) will transition to JPMorgan Chase on May 25**  
Please visit [firstrepublic.com](https://firstrepublic.com) to learn more.

### Additional Information About Your Deposit Account

Effective May 1, 2023, deposit products and services are offered by JPMorgan Chase Bank, N.A., Member FDIC. All references to First Republic in this statement now refer to JPMorgan Chase Bank, N.A. All terms and conditions, fees and rates for accounts, products, and services are in full force and effect as disclosed, until otherwise communicated .

**Account Statement**  
SIMPLIFIED BUSINESS CHECKING



Page 1 of 7

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX00353

PENINSULA EXECUTIVES ASSOCIATION  
PO BOX 36255  
SAN JOSE CA 95158

Enclosures 1

**Account Summary** **XXXXXX00353**

Beginning Balance	\$13,239.39	Average Daily Balance	\$13,948.00
Total Deposits and Credits	\$3,441.34	Minimum Balance	\$7,734.93
Total Withdrawals and Debits	\$8,945.64-	Service Charges	\$0.00
Total Checks Paid	\$0.16-	Interest Paid This Period	\$0.00
<b>Ending Balance</b>	<b>\$7,734.93</b>	Interest Year to Date	\$0.00

**Checks Paid** \* Gap in check sequence

Number	Date	Amount	Number	Date	Amount
99425253	05/14	\$0.16			



# Account Statement

SIMPLIFIED BUSINESS CHECKING



FIRST REPUBLIC  
now part of JPMORGAN CHASE

Page 3 of 7

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX00353

PENINSULA EXECUTIVES ASSOCIATION

## Account Activity

Date	Description	Amount
	<b>Deposits and Credits</b>	
05/01	ACH CREDIT INTUIT 15475985 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$120.00
05/02	ACH CREDIT INTUIT 19560205 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$840.00
05/03	ACH CREDIT INTUIT 33754215 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$360.00
05/06	ACH CREDIT INTUIT 43312345 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$120.00
05/07	ACH CREDIT INTUIT 54456955 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$120.00
05/08	ACH CREDIT INTUIT 60887215 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$120.00
05/09	ACH CREDIT INTUIT 66878925 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$120.00
05/13	ACH CREDIT INTUIT PYMT SOLN INTUITPMTS PENINSULA EXECUTIV 524771999897656 9215986202	\$0.26
05/14	BUS MOBILE DEPOSIT	\$360.00
05/14	BUS MOBILE DEPOSIT	\$390.00
05/14	BUS MOBILE DEPOSIT	\$770.00
05/17	ACH CREDIT INTUIT 04308705 DEPOSIT PENINSULA EXECUTIV 524771999897656 9215986202	\$120.00
05/21	ACH CREDIT MELIO PAYMENTS MELIO INC. PENINSULA EXECUTIV MC2934543 1289133000	\$0.48

# Account Statement

SIMPLIFIED BUSINESS CHECKING



FIRST REPUBLIC  
now part of JPMORGAN CHASE

Page 4 of 7

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX00353

PENINSULA EXECUTIVES ASSOCIATION

## Account Activity

Date	Description	Amount
<b>Deposits and Credits (Continued)</b>		
05/21	ACH CREDIT MELIO PAYMENTS MELIO INC. PENINSULA EXECUTIV MC2934542 1289133000	\$0.60
	<b>Total Deposits and Credits</b>	<b>\$3,441.34</b>
<b>Withdrawals and Debits</b>		
05/01	ACH DEBIT INTUIT 28489015 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$1.20 -
05/02	ACH DEBIT INTUIT 32353355 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$22.74 -
05/03	ACH DEBIT INTUIT 47464305 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$5.99 -
05/06	ACH DEBIT INTUIT 57402725 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$3.59 -
05/07	ACH DEBIT INTUIT 68504825 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$3.59 -
05/08	ACH DEBIT INTUIT 74863235 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$3.59 -
05/09	ACH DEBIT INTUIT 80863675 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$3.59 -
05/16	ACH DEBIT NEAL COOGLER SALE PENINSULA EXECUTIV 9215986202	\$40.00 -
05/17	ACH DEBIT INTUIT 18164995 TRAN FEE PENINSULA EXECUTIV 524771999897656 9215986202	\$1.20 -
05/20	ACH DEBIT PAYPAL INST XFER PENINSULA EXECUTIV ASSOCIATION PAYPALS177	\$2,727.00 -

# Account Statement

SIMPLIFIED BUSINESS CHECKING



FIRST REPUBLIC  
now part of JPMORGAN CHASE

Page 5 of 7

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX00353

PENINSULA EXECUTIVES ASSOCIATION

## Account Activity

Date	Description	Amount
<b>Withdrawals and Debits (Continued)</b>		
05/21	ACH DEBIT CAF WISTERIA FEB 2024 PENINSULA EXECUTIV E47185383 1289133000	\$1,657.08 -
05/21	ACH DEBIT CAF WISTERIA MAR2024 PENINSULA EXECUTIV E47186265 1289133000	\$2,069.11 -
05/21	ACH DEBIT CAF WISTERIA MAY2024 PENINSULA EXECUTIV E47185508 1289133000	\$2,133.80 -
05/22	ACH DEBIT MELIO PAYMENTS MELIO INC. PENINSULA EXECUTIV DMD680034 1289133000	\$0.48 -
05/22	ACH DEBIT MELIO PAYMENTS MELIO INC. PENINSULA EXECUTIV DMD680033 1289133000	\$0.60 -
05/22	ACH DEBIT CAFE WISTERIA @ 22623013 PENINSULA EXECUTIV E47190440 1294287528	\$272.08 -
<b>Total Withdrawals and Debits</b>		<b>\$8,945.64 -</b>

## Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

# Account Statement

SIMPLIFIED BUSINESS CHECKING



FIRST REPUBLIC  
now part of JPMORGAN CHASE

Page 6 of 7

Statement Period: May 01, 2024-  
May 24, 2024

Account Number: XXXXXX00353

PENINSULA EXECUTIVES ASSOCIATION

## Message

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# Account Statement

SIMPLIFIED BUSINESS CHECKING



FIRST REPUBLIC  
now part of JPMORGAN CHASE

## Check Images

Front:

99425253	
Charge To: Association Peninsula	871WCZ0G698NZ9
	05/13/24 05138001011
Pay to the order of: AMAZON WEB SERVI	\$ .16
ZERO AND 16/100	DOLLARS
ABA 321081669 Account 80001600353	Pre-Authorized Payment
⑆99425253⑆ ⑆0001600353⑆ ⑆0000000016⑆	

Back:

--

Check # 99425253 Date 05/14/2024 Amount \$0.16

# Peninsula Executives Association

PO Box 36255, San Jose, CA 95158

Phone: 408-266-9658 | [peaworks@executives.org](mailto:peaworks@executives.org)



## Board Meeting Notes

May 2, 2024 on Zoom

### Board Members Present

Neal Coogler, President, presiding

John King, Past President

Kim Tucker, Vice President

Michael Aronson, Secretary/Treasurer

Dave Dove

Karen Wray

### Also Present

Angi Roberts, Executive Director

### Absent

Chris Berg

**Call to Order 8:35 a.m.**

**Welcome ~ Neal Coogler, President**

### GUEST AGENDA ITEMS

No guest agenda items were presented.

### CONSENT AGENDA ITEMS ~ 8:45 AM (10-minutes)

#### 1. **CONSENT AGENDA: Financial Update**

- Board Retreat Notes: April 2024 attached. Will be reviewed via email for any edits.
- Financial Statements through April 2024 attached and sent to the Board on May 17, 2024.
- Participation and Attendance will be presented in a new format in June 2024.

### **Accounts Receivables**

Total outstanding receivables are \$2,820.00 through April 30, 2024:

- **On December 1, monthly invoicing began for membership dues. Total A/R for Association membership dues outstanding for December 1, 2023, invoices total \$170.00, and is 2 member invoices.**
- **Total A/R for Association membership dues outstanding for January 1, 2024, invoices total \$170.00, and is 2 member invoices.**
- **Total A/R for Association membership dues outstanding for February 1, 2024, invoices total \$290.00, and is 3 member invoices.**
- **Total A/R for Association membership dues outstanding for March 1, 2024, invoices total \$820.00, and is 7 member invoices.**
- **Total A/R for Association membership dues outstanding for April 1, 2024, invoices total \$1,370.00, and is 12 member invoices.**

**Through April 30, 2024, PEA is showing a PROFIT of \$4,500.94.** This will change as the year goes on and we should end the year close to breakeven or with a slight loss.

2. **CONSENT AGENDA: Membership update**

We currently have 49 active members as of March 31, 2024.

1 business is pending and currently seeking PEA Membership.

Jeannine Lewis, Nob Hill Gazette

Classification: Media Specialist

Sponsor: JB Bell

3. **CONSENT AGENDA: Review of Weekly Business Meetings & Planning Future Meetings**

The master calendar is online at: <http://bit.ly/pea-master-calendar>

**Please make note of the upcoming holidays or special activities:**

- May 9: ONSITE CAFÉ WISTERIA: Program Committee hosts meeting
- May 23: PEA Holiday
- June 13: ONSITE CAFÉ WISTERIA
- July 4: PEA Holiday
- July 11: ONSITE CAFÉ WISTERIA: Committee Meetings

K.Tucker moved to approve consent agenda items except for financial information that will be provided to the Board as soon as the statements are received from the bank. D.Dove provided a second. Motion passed unanimously.

**REVIEW OF ACTION ITEMS LIST ATTACHED ~ 8:55 AM (15-minutes)**

The full action item list was requested by the Board to be moved to an online google document. A.Roberts will complete this by the next Board meeting on June 13, 2024.

**DISCUSSION ITEMS ~ 9:10 AM (30-minutes)**

- **Updates from Other Committees:** as needed if there are any who require Board assistance with anything
- **Changes to May 9 Onsite Meeting:** Attendance Committee Chair Greeting and site contact
- **Disposal of aged equipment:** LCD projector, microphone, channel mixer

No Committees requested assistance.

May 9, 2024 Onsite PEA business meeting changes: Angi Roberts will not be present onsite on May 9. Gregory Harrington, Chair Attendance Committee, will act as onsite contact for the venue; A.Roberts has included him in all planning of the meeting, so he is familiar with the format and knows the venue manager. G.Harrington will be the Greeter on this day, too, to ensure that all runs smoothly this first time without the executive director onsite.

N.Coogler shared that the equipment that PEA owns (LCD projector and microphone with channel mixer) is over 20-years old and not compatible with today's technology. N.Coogler moved to dispose of this equipment and write off the disposition of the equipment on taxes as/if appropriate. A second was provided by D.Dove and the motion passed unanimously. K.Wray offered to help dispose of the equipment through her vendor contacts, so

she and N.Coogler will coordinate this effort. The Board was in agreement that since our current onsite location provides this equipment at no charge to us and the likelihood of us needing the equipment is greatly reduced, it is a good time to dispose of this aged equipment.

### **NEW BUSINESS**

A.Roberts reminded the Board that her company's office is relocating next week on May 7, 2024, to Roseville, California. This move was anticipated by the Board after the announcement by A.Roberts in October 2023. The new mailing address for PEA will be the Roseville address until a new executive director is selected by the Board.

PEA  
PO Box 1073  
Roseville, CA 95678  
Voicemail: 408.266.9658  
Email: [peaworks@executives.org](mailto:peaworks@executives.org)

The Board requests that A.Roberts send a simple announcement to the full membership of the change in address and ask they update their contact information, as well as any auto-payments that members may have set up through their bank for the payment of PEA invoices.

A.Roberts advised the Board that First Republic Bank confirmed this week that they will be transferring all PEA accounts to JPMorgan Chase over the next several weeks. We have been notified that bill pay online is not available until after the accounts are moved over, perhaps as long as mid-June 2024. Since PEA has moved to online bill payments for all vendor invoices, we will not be able to pay vendors without this service available. N.Coogler shared information about a QuickBooks Online app Melio that is a free service for the payment of bills through QuickBooks Online. N.Coogler moved to have this new set up attached to the PEA QuickBooks Online account and a second was provided by K.Wray. Motion passed unanimously.

A.Roberts will set up the account with Melio. N.Coogler will set up the approval automations so that she and M.Aronson, PEA Treasurer, are able to view and approve invoices online, which will then automate the payment to the vendor. A bonus is the savings on both administrative time and approval time by all involved.

The Board requested that A.Roberts set up email addresses for the PEA officers, president@, vicepresident@, treasurer@. A.Roberts will set up and provide login/access instructions to the officers.

**ADJOURN 9:42 AM**

**NEXT BOARD MEETING: June 13, 2024 on Zoom**