



## **WSWS Officer and Committee Report March 6, 2022**

**Office or Committee Name:** Finance Committee and Treasurer Report

**Officer or Chairperson Name:** Phil Banks

Committee members: Ryan Rapp, Nevin Lawrence and Pete Forster

**Date of Preparation (include year):** February 28, 2022

### **Activities during the year:**

As Treasurer, I'm also chair of the Finance Committee. We hold quarterly Zoom calls to discuss our financial situation and most times our Financial Advisor, Stan Cooper with RBC, joins us to update us about our investments and occasionally makes suggested changes. We met on May 13, 2021; July 15, 2021; October 13, 2021, and January 12, 2022. The minutes from each of these meetings can be found below.

As of December 31, 2021, total assets were \$441,573.21 (up from \$428,070.63. in the past quarter). These assets are divided into the following: American Heritage National Bank (AHNB) checking account: \$42,840.34. AHNB Money Market account: \$43,268.61. Five Certificates of Deposit with AHNB totaling \$131,502.10, and investments with RBC of \$223,962.16. The committee will update these totals at our committee meeting in California on Wednesday, March 9 and the Treasurer will update the Board of Directors during their meeting the following day.

As Treasurer, the Business Manager sends me monthly reports that I review and occasionally I approve payments from WSWS to IMI for their services.

**Recommendations for Board Action:** One member of the committee, Peter Forster will rotate off the committee. He will need to be replaced.

**Budget Needs:** None.

**Name of Person Preparing This Report:** Phil Banks

**WSWS Finance Committee meeting minutes from May 13, 2010.**

Chairperson, Phil Banks, called the conference call to order shortly after 3 pm MDST and called roll.

Present: Eric Gustafson, Phil Banks, Nevin Lawrence, Ryan Rapp, Pete Forster, Sandra McDonald.

Absent: Joel Felix

The agenda was approved, and no new discussion items were added.

Phil reviewed the operating procedures and scheduling for the committee going forward. The current Operating Procedures are attached to these minutes.

Eric went over the current financial status of the WSWS. As of April 30, 2010, WSWS had a total of \$426,805.80. The current allocation of these assets are as follows:

- A. American Heritage checking account: \$27,147.87
- B. American Heritage money market: \$58,207.40
- C. Value of five certificates of deposit: \$127,149.04
- D. Investment account with RBC: \$214,301.49

The RBC account was presented by Phil and described to the committee. For the year, the account has posted a profit of 5.7%. We will be inviting our RBC investment adviser, Stan Cooper, to be on future calls. The investment policy of the WSWS is detailed in the attached Operating Procedures for the committee (attached).

Eric reviewed the financial outcome for the virtual meeting held in March. After all income was totaled and expenses posted, the meeting resulted in a net profit of approximately \$8,000.

The committee chose to have our next call (probably by Zoom), on July 15, 2021 at 3 p.m. Mountain time.

The call was adjourned at 3:45 pm.

Submitted by Treasurer and Committee Chair, Phil Banks

## **Minutes from WSWS Finance Committee Zoom meeting: July 15, 2021**

Present on call: Phil Banks, Eric Gustafson, Ryan Rapp, Pete Forster, Nevin Lawrence, Sandra McDonald, Joel Felix and Stan Cooper.

The call started at 3:00 pm Mountain Time and was chaired by WSWS Treasurer Phil Banks. Below is a summary of the discussion.

1. Phil introduced the committee to Stan Cooper, the WSWS investment advisor, with RBC Wealth Management. Each committee member also introduced themselves to Stan.
2. Business Manager, Eric Gustafson, went over the current (as of June 30, 2021) financial status of WSWS. Total assets are \$436,386.73. These assets are divided into the following: American Heritage National Bank (AHNB) checking account: \$31,079.23. AHNB Money Market account: \$58,229.18. Five Certificates of Deposit with AHNB totaling \$130,349.33. and investments with RBC of \$216,728.99.
3. Stan Cooper reviewed our investment portfolio. He said that since the downturn of the market that occurred in March of 2020, our account gained 22.7%. This was mainly due to the fact that only 43% of our account was exposed to stocks. He strongly suggests adding to the bond portfolio by using the available cash and reducing the stock percentage by approximately 10-15%. We can still buy bond funds with yields in the 4% range. He was asked to send us some specifics which he did that afternoon. "Per our conversation this afternoon I would like to sell the global long/short fund, which will generate approximately \$34,000 and add that amount to the available cash which will then total approximately \$78,000, to buy 5 bond positions at approximately \$15,600 each. The blended dividend yield will be approximately 5.76% that will generate approximately \$4,500 per year in dividends." The committee subsequently approved this move, and it has been done.
4. The committee discussed some of the actions that need to be considered on our next call and we decided to have the call on October 13, 2021, at 3 pm Mountain Time.
5. There was no other business, and the call was adjourned at approximately 4 pm.

Submitted by WSWS Treasurer, Phil Banks

## Minutes from WSWS Finance Committee Zoom meeting: October 13, 2021

Present on call: Phil Banks, Ryan Rapp, Pete Forster, Nevin Lawrence, Sandra McDonald, Joel Felix and Stan Cooper.

The call started at 3:00 pm Mountain Time and was chaired by WSWS Treasurer Phil Banks. Below is a summary of the discussion.

1. Phil called the meeting to order and asked if there were any changes or additions to the minutes from the July conference call. None were reported.
2. Business Manager, Eric Gustafson, was not on the call due to a conflict with the WSSA Fall Board of Directors meeting. Phil went over the current (as of September 30, 2021) financial status of WSWS. Total assets are \$428,070.63 (down slightly from \$436,386.73. in the past quarter). These assets are divided into the following: American Heritage National Bank (AHNB) checking account: \$21,224.85. AHNB Money Market account: \$58,251.20. Five Certificates of Deposit with AHNB totaling \$131,408.19, and investments with RBC of \$217,186.39.
3. Stan Cooper reviewed our investment portfolio. He said that for the past 12 months, our portfolio has posted an increase of 12.72% through October 1, 2021. Currently we have the following asset allocation: 1.62% Cash, 45.54% Bonds, 28.03% Stock, and 24.81% Hedge funds. He provided the following written comments: *“At this point I don’t think any changes need to be made to the allocation as it has provided good returns and low volatility. For example, in March of last year, 2020, the stock markets fell 33% following the realization that Covid 19 was a real threat. This account was only down 13.1% during the same time period. Then, from the end of March 2020 thru October 1, 2021, the account has gained 23.4%. I point this out because it is beginning to appear that the markets may have reversed the long-term uptrend and may be heading down for some time to come. Of course, no one knows for sure, but there are some technical reports suggesting trouble ahead.”* The committee recommends no change in allocation of the investments for now but Stan will continue to monitor the situation and make recommendations as needed in the future.
4. Sandra and Joel discussed the upcoming annual meeting and expressed opinions on setting the meeting registration rates. The consensus of the committee was to set the registration rate that matched or is slightly below that of the 2020 annual meeting in Maui, HI (\$700).
5. There was no other business, and the call was adjourned at approximately 4 pm.

Submitted by WSWS Treasurer, Phil Banks

## **Minutes from WSWS Finance Committee Zoom meeting: January 12, 2022**

Present on call: Phil Banks, Ryan Rapp, Pete Forster, Nevin Lawrence, Sandra McDonald, Joel Felix and Stan Cooper.

The call started at 3:00 pm Mountain Time and was chaired by WSWS Treasurer Phil Banks. Below is a summary of the discussion.

1. Phil called the meeting to order and asked if there were any changes or additions to the minutes from the October conference call. None were reported.
2. Business Manager, Eric Gustafson, was not on the call due to a conflict. Phil went over the current (as of December 31, 2021) financial status of WSWS. Total assets are \$441,573.21 (up from \$428,070.63. in the past quarter). These assets are divided into the following: American Heritage National Bank (AHNB) checking account: \$42,840.34. AHNB Money Market account: \$43,268.61. Five Certificates of Deposit with AHNB totaling \$131,502.10, and investments with RBC of \$223,962.16.
3. Stan Cooper reviewed our investment portfolio. He said that for the past 12 months, our portfolio has posted an increase of 10.74% through December 31, 2021. Currently we have the following asset allocation: 2.0% Cash, 42.3% Bonds, 30.2% Stock, and 25.5% Hedge funds. He provided the following written comments: "The changes we made in July reduced the stock allocation and the cash allocation and increased the bond allocation. At this point I don't see that there are any further changes that need to be made." He also pointed out the bond funds contain mostly short term bonds.
4. Sandra and Joel discussed the upcoming annual meeting. Joel reported that paper and poster totals submitted were looking good. Student night out will be on Wednesday evening.
5. The next meeting for the committee will be at the annual meeting. It will be a breakfast meeting on Wednesday, March 9, 6:30 am to 9 am in the Lido Room.
6. There was no other business, and the call was adjourned at approximately 4 pm.

Submitted by WSWS Treasurer, Phil Banks