



**Treasurer's Report**  
**Potomac Valley Swimming**  
**January 13, 2014**

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**Annual Review**

The Annual Review is currently under way. Questions from the auditor have been answered and the Review should be finished soon.

**Budget Preparation**

We will begin preparing the budget for 2014-15. Board Members are reminded to get requests for new and/or changed budget information to John or Bob during the month of February so that it can be included in the budget.

**Form 990**

Form 990 is in the process of being reviewed by Audit Committee members and it should be filed by January 15, 2014.

**Search for New Bookkeeper**

Under direction of the board we are in the process of hiring a new bookkeeper. I believe it would be best that we post a help wanted ad on our website in January/February.

**Respectfully submitted,**

**Robert D. Vincent**  
**Treasurer**  
**Potomac Valley Swimming**