



Financial Responsibilities Board Trainings

Provided by RCAC and NMED and Funded by the NMED Drinking Water Bureau
The following trainings meet the Board Training Requirements and will provide 6 hours of credits to each attendee. Please join us for this very important training and bring your most recent chart of accounts.

December 9, 2014

9 AM to 3 PM – Chamita Community Center-lunch will be provided

December 11

9 AM to 4 PM-Taos Tennis Courts at Quail Ridge-lunch on your own

December 16th

9AM to 4 PM-NM Highlands University Student Union Building room 321-lunch on your own



Agenda

- I. Developing the 4 Required Financial Reports
 - a. Using a Chart of Accounts for bookkeeping
 - b. Calculating Reserve Accounts, type of reserves and determining appropriate amounts
 - c. Financial Ratios – Estimating my association’s debt capacity
- II. Conduct a basic rate analysis for the new year
- III. Reporting requirements, what to provide to Funders, DFA, State Auditor, USDA and in what format
 - o The Annual Operating Budget
 - o The Profit and Loss Statement
 - o The Balance Sheet
 - o The 5 Year Financial Plan

We hope to help you prepared for a financially healthy 2015!

Contact Melanie at 505-753-7256 or Melanie.delgado@state.nm.us to sign up ...