
AMIGOS

Wyoming Library Association

ASSOCIATION MANAGEMENT REPORT TO THE WLA BOARD

January 14 2021

Activities and assistance provided since last board meeting:

- Updated WLA member settings for auto-renewal
- Set-up WLA debit card as payment method in Quickbooks account
- Answered questions and supported membership renewal drive
- Solicited quote for tax preparation from Beard, Boehmer & Associates
- Created special institutional invoices upon request
- Renewed WLA's ALA subscription

Ongoing processing, December:

General Inquiries: 6

Financial Processing: 3

Membership Assistance: 33

Event Support: 2

Website Support: 1

Reports Run: 4