



Name: John B. Position/Subcommittee: Treasurer

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Time & Location of Meeting: N/A Date: February 23, 2025

- Presentation of January Financial Activity Statement – attached separately
- I sent our donations to World and the ABCD Region in January. Those checks have not yet cleared our bank account.
- I spoke with the IRS on two occasions this month to correct our address of record and clarify our reporting requirements;
 - On 1/31/25, 10:45 AM EST, Ms. Roth (ID#1005007920) confirmed, that our mailing address had already been corrected to PO Box 6414, Brattleboro, VT 05302 in April 2016. She further informed me that **we are not required to file any annual report with the IRS.**
 - On 2/4/25 at 10:01 AM EST, Ms. Cass corrected our physical address to 546 River Street, Castleton, VT 05735. She sent us form 147-C, a verification letter showing our correct EIN and Brattleboro mailing address. This form, by design, does not show the physical address but I was assured it had been corrected.
- There are some issues to be discussed and resolved under new business with respect to our required Biennial Report to the Vermont Secretary of State's office.
 - The report can be filed online so I created an account in my name to investigate.
 - I thought we wouldn't have to submit this report for two years, but the first one is due by April 1st and then every two years after that.
 - It's a simple confirmation of our corporate name, addresses, business description and directors. There is no fee if our directors are unpaid.
 - We are required to list 3 directors, and the report cannot be filed without them.
 - I spoke to the Secretary of State's office and was told it is a requirement by law, however, we could list them as unknown at this point, but I don't know how much time that buys us. We will need to find out.
 - Listing 3 unknown directors allows me to proceed to the final screen of the form on which I need only check a box stating that everything is corrected under penalty of perjury, input my name as the submitter and click the process button.
 - We may need to create a Board of Directors going forward. The Granite State Area has one and we could get input and advice from them. This may also be why Tex's contact at TD Bank in Rutland, when we were going through our bank signers process, suggested we might need to consult with an accountant.

