

To: College Park Quarterly Meeting  
From: Tom Yamaguchi, Treasurer  
Subject: Details and important information regarding Spring 2018 report  
Date: 5/11/18

In addition to the Spring 2018 report, I am bringing an amended Winter 2018 report that incorporates two updates. One is a refund of \$468.12 from Sierra Friends Center. The second is a refund of \$170 for one attendee who had to leave after Friday dinner.

A more important matter concerns the payee name on the checks written to the quarterly meeting. A few months ago, I was making a deposit of checks for monthly meeting quotas at my local Berkeley Chase branch. I was informed by the teller that the bank would stop accepting checks made out to CPQM because that name does not match the name on our account. She told me that only checks made out to College Park Quarterly Meeting would be accepted, and we would need to file for a DBA (Doing Business As) in order for Chase to accept checks made out to CPQM. To do this we would need to convert our current checking account to a business account, which would cost us money.

Chase has been accepting checks made out to CPQM for years. That name is on the annual quota letters that I have been sending out to monthly meetings, using the template I inherited from our previous treasurer, Paul Harris. To not accept these checks will be making my job more difficult. However, I will comply with the demands of Chase Bank and accept only checks made out to College Park Quarterly Meeting. The change will be reflected in the next round of quota letters that I will be sending out after the fall quarter session. I apologize for any inconvenience this will cause the treasurers of monthly meetings. I hope that this important information is distributed to all monthly meetings in the quarter to reduce the need to return checks that are not completed correctly.