

From "Sara Hunter" <sara@massmunifin.com>
To "Kathy LaPlant" <klaplant@doverma.gov>
Cc "Carl Valente" <cvalente@doverma.gov>; "Kyle Banoey" <kbanoey@doverma.gov>
Date 2023-10-17 19:59:33+00:00
Subject Re: Reconciliation
Attachments Cashbook-2023-July-2022.xlsx; Bankcash-2023-July-2022.xlsx

Ok great Kathy!

Here is the information attached for July- please let me know if this is what you need and I can break them out by month for you.

Sara C. Hunter, CMMT

Senior Consultant | Mass MuniFin
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01037
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On Tue, Oct 17, 2023 at 11:48 AM Kathy LaPlant <klaplant@doverma.gov> wrote:

I would like the detailed cash book and your reconciliation to the bank statements per month s as completed.

Please send me July 2022 and I will let you know if what you send me is sufficient for what I need. Then we can both be on the same page each month and I'll know what to expect from you.

Thanks!

Kathy

On Tue, Oct 17, 2023 at 11:41 AM Sara Hunter <sara@massmunifin.com> wrote:

Hi Kathy,

These are the reconciled amounts. I wasn't sure what you need and that that is why I was asking what you needed, do you want the cashbook by month, the bank cash by month? Because while reviewing those there are not totals for Revenue and expenses that I could see and I don't typically send something with out that breakdown for accounting.

Sara C. Hunter, CMMT

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On Tue, Oct 17, 2023 at 11:32 AM Kathy LaPlant <klaplant@doverma.gov> wrote:
Are these actual reconciliations or samples? I thought the plan was to give me each month as completed.

Kathleen R. LaPlant, CGA

Town Accountant
Town of Dover
[5 Springdale Avenue](#)
P.O. Box 250
Dover, MA 02030-0250
klaplant@doverma.gov
508-785-0032 Ext. 230
508-785-2341 Fax

On Mon, Oct 16, 2023 at 4:15 PM Sara Hunter <sara@massmunifin.com> wrote:

July 2022-October 22

I am finishing up November today and if all goes well December tomorrow

Here is the tie out report. I know Jerry used to send you a Bank Cash report, but it didn't have revenue and expenditures on it.

Thank you Kathy!

Sara C. Hunter, CMMT

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On Mon, Oct 16, 2023 at 12:31 PM Kathy LaPlant
<klaplant@doverma.gov> wrote:

Helo Sara-

What month are you referring to? Please send me the month you have finished and I'll let you know if it works for me.

Thanks.

Kathy

Kathleen R. LaPlant, CGA

Town Accountant
Town of Dover
[5 Springdale Avenue](https://www.doverma.gov/5-Springdale-Avenue)
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On Mon, Oct 16, 2023 at 7:54 AM Sara Hunter
<sara@massmunifin.com> wrote:

Hi Kathy!

It's that time of year
again....

I have some of the month
of reconciliation done, but I
need the breakout for
Bartholomew before I can
send it over. I have a
dentist appointment I
have to run to, but will
check emails when I get
back.

What are you looking for,
for these months? I
typically just do a

Beginning balance
Warrants
Receipts
Voids
Ending Balance

And then we can sign off
on that. Is this all you
need since you guys get
copies of all the recon
pages?

Thank you Kathy!
Sara C. Hunter, CMMT

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