

Correspondence Report – February 20, 2018

Incoming

- Cheques for \$400/sign from: A. Wood Bulldozing, C R Gear Services and C R No. 1 Autobody.
- TELUS Invoice, no payment required as line has been cancelled.
- 2017 Employer Payroll and Contract Labour Report due March 3, 2018.
- Invoice from Strathcona Regional District, forwarded to Rene.
- Bank Statements, forwarded to Rene.
- WorkSafe BC approved my request to be the Club's Administrator in accessing their services online. Primarily I can submit and review reports as well submit our Employer Payroll and Contract Labour report online.

Outgoing

- T4 slips to Keri, Julia and Rae Anne.
- T4 Summary to Canada Revenue Agency.
- Payments to Uplifter and Skate Canada.
- Submitted revised Constitution and Bylaws to BC Registry Services to incorporate the changes in the *Societies Act*.
- Submitted Annual Report to BC Registry Services.
- Payment to Latham Communications for 2018 domain name usage.

Sanctions

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