



Susan Turner <sturner@masonacademy.com>

Accounts etc.

3 messages

Joe Baird <jbaird@masonacademy.com>
To: Susan Turner <sturner@masonacademy.com>

Tue, Aug 30, 2016 at 4:16 PM

Hi Susan,

I have a few questions:

- Can you provide me with a complete list of all of our financial accounts along with the location of any relevant documents on the Google Drive for these accounts? I am currently looking in:

\\Business Manager\Bank Statements\CNL_VNB 16-17\July 2016 - Copy\

I can see some statements and reconciliation information in there, but I have no way of knowing if it is complete or if there is something missing.

- Can you provide me with login credentials for the Amazon account?
- According to your instructions, I should be reviewing cashflow projections. Where can I find this information?

I'm sure I'll have more questions soon.

Thanks,

Joe

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Susan Turner <sturner@masonacademy.com>
To: Joe Baird <jbaird@masonacademy.com>

Wed, Aug 31, 2016 at 8:13 AM

Cash flow: MCA drive, business manager, budgets, horseshoe, then the file "cash flow 16 17 v2"

You should be receiving a link from Amazon to set up your access.

Please see attached balance sheet. This shows you all the bank accounts and loans. I will also have Erin Garcia set you up with a bank login.

Thanks!

Susan Turner
Business Manager

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Mason Classical Academy

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 **bal sheet 8.31.16.pdf**
36K

Joe Baird <jbaird@masonacademy.com>
To: Susan Turner <sturner@masonacademy.com>

Wed, Aug 31, 2016 at 8:21 AM

Thank you.

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