

Chevak Activity Report

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General Information:

With technical assistance of RUBA staff, the city bought four IBM-compatible computers. RUBA staff, Scott Ruby and Leroy Seppilu, traveled to the community to install the computers and set up local networking. The computers will share information through this local networking.

Observations and Recommendations:

Finances — While there, RUBA staff discussed balancing the checking account with the bank statement. The city clerk wanted to know if he should deduct \$18,000 (!) from the checking account since it was off by that much from the latest bank statement. He was told by all means please do so! The register and statement are now reconciled. He just wanted to know if he should do it.

Accounting Systems — One of the main reasons that the city purchased the computers is that it wants to install and use Quickbooks Pro software program. RUBA might be hiring a contractor to train the city staff with this program.

Tax Problems — No tax problems to report this quarter.

Personnel System — After the computers were installed, RUBA staff went through the basic computer training course in the computer with the city clerk. The clerk has no computer training and has always been afraid to use one. He said he felt more comfortable with them after the course.

Organizational Management — Most of the city staff is on leave for the summer.

Leadership/Governance — No problems in this area.

Operation of Utility — The project is still moving slowly ahead. Some residential houses may be connected this summer.

Ranking 1 = Inadequate
 4 = Adequate to meet minimum requirements
 7 = Exceeds requirements

Category	1	4	7
Finances		X	
Accounting Systems		X	
Tax Problems			X
Personnel System		X	
Organizational Management		X	
Leadership/Governance		X	
Operation of Utility		X	

