



**The Desert Pearls Foundation
Finance Report JUNE 2025**

MIDFIRST CREDIT CARD:

CREDIT CARD CHARGES:

			BALANCE
6/1/2025	Balance to date	-----	5,303.77
6/15/2025	Voucher 009.25 Top Golf additional bay	-253.41	5,050.36
6/15/2025	Voucher 007.25 Top Golf final payment	-4,860.11	190.25
6/15/2025	Voucher 006.25 Deposit for Poster Board, Walgreens Remaining Balance, Amazon	-190.25	0.00
07/01/2025	USPS PO Box	200.00	200.00

Card Ending:	****9682	Account	Autopay/ due date	Amount
Payment Due Date:	12 th of the month	USPS PO Box	06/30; Annual	182.00
Credit Limit:	\$8,000.00	WIX Webpage	07/07; 2-year cycle	369.92
Current Rewards Balance:	1,963	QuickBooks	11/03; Annual	378.00
Rewards: Merchandise, Gift Cards, Cash Back & Travel Rewards		Zoom	2/24; Annual	159.90
		Costco	03/1; Annual	130.00 update

Per Financial Procedures V6 as of 12.18.2024

***Not including tax**

Credit Card Auto Payment Accounts:

Autopayments set up using the credit card were approved by the board as outlined in the June 2024 Finance Report.

MIDFIRST CHECKING ACCOUNT:

Deposits

- 06/02 Zeffy ACH Deposit 3,540.00
- 06/02 Cash Donation and 50/50 Raffle POTG 500.00
- 06/02 Petty Cash 300.00
- 06/09 Zeffy ACH Deposit 2,630.00
- 06/13 Cash Donation POTG 50.00

Payments/Debits

- 06/02 Voucher 010.25 B. Barry DJ POTG -500.00
- 06/16 Voucher 007.25 Top Golf -4,860.11
- 06/16 Voucher 009.25 Top Golf -253.41
- 06/16 Voucher 006.25 Deposit for Poster Board, Walgreens Remaining Balance, Amazon -190.25
- 06/16 Zeffy Refund Processed initiated by Purchaser -180.00

Starting Balance as of June 1, 2025.....	28,417.58
5 Payments/Checks Cleared.....	-5,983.77
5 Deposits/Credits Cleared.....	7,020.00
Ending Balance as of July 1, 2025.....	\$29,453.81

Register Balance as of July 1, 2025.....	29,453.81
Cleared Transactions after July 1, 2025.....	0.00
Uncleared Transactions after June 30, 2025.....	0.00
Balance as of June 30, 2025.....	\$29,453.81

ANTICIPATED EXPENSES per approved 2025 Budget: 25,000.00

Description	Total Approved	BALANCE REMAINING
Operations & Expenses	1,565.00	930.82
Community Service Focus Areas, per approved budget		
1. Health & Wellness	150.00	150.00
2. Food Pantry	1,000.00	867.47
3. Financial Education	240.00	240.00
4. Community Service & Empowerment	150.00	150.00
5. Scholarship + Secured Funds (7,336.82)	8,000.00	15,336.82
MLK Sponsorship	500.00	0.00
Fundraising Fees	12,000.00	3,981.84
General Community Service	200.00	200.00
Contingency	1,000.00	1,000.00
TOTAL ANTICIPATED EXPENSES		\$22,856.95

SECURED SCHOLARSHIP FUNDS:

AZ Comm Foundation	4,000.00
Wylene L. Bridgeman Scholarship	2,836.82
Scholarship Donation	500.00
<i>Total Secured Funds</i>	7,336.82

Current account balance	29,453.81
Anticipated expenses	-22,856.95
CC Payments	-200.00
Anticipated account balance	6,396.86

Respectfully submitted,



7/1/2025

Elana A. Payton, Treasurer

Transaction List by Date

The Desert Pearls Foundation

June 1-30, 2025

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	NAME	MEMO/DESCRIPTION	ACCOUNT NAME	ACCOUNT FULL NAME	AMOUNT
06/02/2025	Deposit		Yes		Zeffy US Zeffy US 250602 ST- G6D4T2Z9E8G5ST-G6D4Tn2Z9E8G5	The Desert Pearls Foundation (2866) - 1	Uncategorized Income:Zeffy Transfer	3,540.00
06/02/2025	Deposit		Yes		DEPOSIT POTG	The Desert Pearls Foundation (2866) - 1	Bank Deposits Cash & Checks Received via Donations	500.00
06/02/2025	Deposit		Yes		DEPOSIT POTG	The Desert Pearls Foundation (2866) - 1	Uncategorized Income:Redeposit Petty Cash	300.00
06/02/2025	Expense		Yes	Brian Barry	UB91RHW3 BRIAN BARRY 2296135	The Desert Pearls Foundation (2866) - 1	Contract & professional fees:Fundraising fees	-500.00
06/09/2025	Deposit		Yes		Zeffy US Zeffy US 250609 ST- Y6D2N8X5I7Q6ST-Y6D2Nn8X5I7Q6	The Desert Pearls Foundation (2866) - 1	Uncategorized Income:Zeffy Transfer	2,630.00
06/13/2025	Deposit		Yes		DEPOSIT POTG	The Desert Pearls Foundation (2866) - 1	Bank Deposits Cash & Checks Received via Donations	50.00
06/16/2025	Expense		Yes	Top Golf Scottsdale	VISA PAYMENT XXXXXXXX9936XXXX9682	The Desert Pearls Foundation (2866) - 1	Contract & professional fees:Fundraising fees	-4,860.11
06/16/2025	Expense		Yes		VISA PAYMENT XXXXXXXX9936XXXX9682	The Desert Pearls Foundation (2866) - 1	Contract & professional fees:Fundraising fees	-190.25
06/16/2025	Expense		Yes	Top Golf Scottsdale	VISA PAYMENT XXXXXXXX9936XXXX9682	The Desert Pearls Foundation (2866) - 1	Contract & professional fees:Fundraising fees	-253.41
06/16/2025	Expense		Yes		Zeffy US Zeffy US 250616 ST- V6Q9I3C0D2D3ST-V6Q9In3C0D2D3	The Desert Pearls Foundation (2866) - 1	Uncategorized Expense	-180.00
TOTAL								\$1,036.23



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 THE DESERT PEARLS FOUNDATION
 9307 S 51ST AVE # 687
 LAVEEN AZ 85339

XXXXXX2866 Community Business Checking

Low Balance:	\$29,453.81	Beginning Balance:	\$28,417.58
Average Balance:	\$31,346.36	Ending Balance:	\$29,453.81
Interest Paid This Statement:	\$0.00	Total No. of Additions:	5
Interest Paid Year to Date:	\$0.00	Total No. of Subtractions:	5

<i>Date</i>	<i>Description</i>	<i>Additions</i>	<i>Subtractions</i>	<i>Balance</i>
05-31	Beginning balance			\$28,417.58
06-02	#ACH Deposit Zeffy US Zeffy US 250602 ST-G6D4T2Z9E8G5	3,540.00		31,957.58
06-02	Deposit	500.00		32,457.58
06-02	Deposit	300.00		32,757.58
06-02	#Bill Payment UB91RHW3 BRIAN BARRY 2296135		-500.00	32,257.58
06-09	#ACH Deposit Zeffy US Zeffy US 250609 ST-Y6D2N8X5I7Q6	2,630.00		34,887.58
06-13	Deposit	50.00		34,937.58
06-16	#ACH W/D VISA PAYMENT 250616		-4,860.11	30,077.47
06-16	#ACH W/D VISA PAYMENT 250616		-253.41	29,824.06
06-16	#ACH W/D VISA PAYMENT 250616		-190.25	29,633.81
06-16	#ACH W/D Zeffy US Zeffy US 250616 ST-V6Q9I3C0D2D3		-180.00	29,453.81
06-30	Ending totals	7,020.00	-5,983.77	\$29,453.81

Account Number

*****2866

Date 06/30/2025

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Midfirst Bank

DATE 6/2/2025

CURRENCY

DOLLARS

TOTAL CASH 300.00

TOTAL DEPOSIT

PLEASE PRINT ALL NAMES AND LIST ALL CHECKS AND DEBITS

Polley Coon

The Desert Peaks Foundation
1600 W Chandler Blvd., Suite 15-240
Chandler, AZ 85224-6212

TOTAL DEPOSIT \$ 300.-

⑆ 22187445⑆ ⑆ 2073012866 ⑆ 60

06/02/2025 Deposit \$300.00

RECORD OF CHECKS FOR DEPOSIT

DATE 06/02/2025

DATE	DESCRIPTION	DOLLARS	CENTS
06/02/2025	TR:36 201-20113 06/02/25 12:04 PM 2073012866 CK Deposit	300.00	
TOTAL		300.00	

56582

DEPOSITED WITH

MIDFIRST BANK

DESCRIPTION CASH

DATE 6/2/2025

FOR 301/00 & Coon Donation

TOTAL FROM OTHER S/C

SUB-TOTAL

LESS CASH RECEIVED

TOTAL DEPOSIT \$ 500.-

⑆ 22187445⑆ ⑆ 2073012866 ⑆ 60

CHECKING DEPOSIT

06/02/2025 Deposit \$500.00

ADDITIONAL CHECKS FOR DEPOSIT

DATE 06/02/2025

TR:37 201-20113 06/02/25 12:08 PM 2073012866 CK Deposit \$500.00

56952

DEPOSITED WITH

MIDFIRST BANK

DESCRIPTION CASH

DATE 6/13/2025

FOR General Donation Post & The Desert Peaks Foundation, Inc

TOTAL FROM OTHER S/C

SUB-TOTAL

LESS CASH RECEIVED

TOTAL DEPOSIT \$ 50.-

⑆ 22187445⑆ ⑆ 2073012866 ⑆ 60

CHECKING DEPOSIT

06/13/2025 Deposit \$50.00

ADDITIONAL CHECKS FOR DEPOSIT

DATE 06/13/2025

TR:23 201-20107 06/13/25 10:05 AM 2073012866 CK Deposit \$50.00



Finance Report June 2025
 TopGolf: Pinkies on the Green

Description	Total Amount	Balances
50/50 Raffle (cash total \$920.00)	460.00	
Zeffy General Donation (includes \$75.00 auction direct purchase)	255.00	
Zeffy Silent Auction	2,105.00	
Zeffy Ticket Sales	14,360.00	
Petty Cash on hand \$300.00	0.00	
Cash received (\$90.00 ticket purchase)	90.00	
TOTAL FUNDS DAY OF EVENT		17,270.00

Deposits	Total Amount	
Zeffy Deposit 4/7/2025	3,610.00	
Zeffy Deposit 4/14/2025	685.00	
Zeffy Deposit 4/21/202	1,035.00	
Zeffy Deposit 4/28/2025	895.00	
Zeffy Deposit 5/5/2025	1,265.00	
Zeffy Deposit 5/12/2025	270.00	
Zeffy Deposit 5/19/2025	1,440.00	
Zeffy Deposit 5/27/2025	1,350.00	
Zeffy Deposit 6/2/2026	3,540.00	
Donation Cash Deposit 6/2/2026	500.00	
Petty Cash Deposit 6/2/2025 300.00	0.00	
Zeffy Deposit 6/9/2025	2,630.00	
Donation Cash Deposit 6/13/2025 (funds lodged in lockbox)	50.00	
TOTAL DEPOSITS		17,270.00

<i>Less Top Golf Expenses</i>	
<i>Top Golf Deposit 8/16/2024</i>	<i>2,214.69</i>
<i>Top Golf Final Payment 5/28/2025</i>	<i>4,860.11</i>
<i>Top Golf Additional Bay</i>	<i>253.51</i>
<i>DJ Brian Barry</i>	<i>500.00</i>
<i>Decorations</i>	<i>190.25</i>
<i>Total Expenses</i>	<i>8,018.56</i>

2025 POTG TOTAL FUNDS RAISED

9,251.44

Respectfully Submitted,

Elana Payton, Treasurer

DEPOSITED WITH
MIDFIRST BANK
 DATE: 6/13/2025
 For: The Desert Peas Foundation, Inc.
 ACCOUNT NUMBER: *2073012866
 TOTAL DEPOSIT: \$ 50.00
 MICR: ⑆ 2287445⑆

DEPOSITED WITH
 GENERAL DONATION POSTAGE
 DOLLARS: 50
 CENTS: 00

020101 01803503 DATE 06/13/25

TR-23 201-2013 06/13/25 10:50 AM
 2073012866 CK Deposits \$50.00

Type	Routing & Transit	Account	Date	Check/Reference	Check	Amount
Deposit Item	122187445	0000002073012866	06-13-2025	164018798	0000000000	50.00
Check Item	057315015	0000000820120107	06-13-2025	5250006921604	0000000000	50.00

MIDFIRST BANK
 DATE: 6/2/2025
 For: The Desert Peas Foundation, Inc.
 ACCOUNT NUMBER: *2073012866
 TOTAL DEPOSIT: \$ 300.00
 MICR: ⑆ 2287445⑆

020101 01803503 DATE 06/02/25

TR-23 201-2013 06/02/25 10:50 AM
 2073012866 CK Deposits \$300.00

Type	Routing & Transit	Account	Date	Check/Reference	Check	Amount
Deposit Item	122187445	0000002073012866	06-02-2025	153045632	0000000000	300.00
Check Item	057315015	0000000820120113	06-02-2025	5250006893131	0000000000	300.00

DEPOSITED WITH
MIDFIRST BANK
 DATE: 6/2/2025
 For: 5000 & Cash Donation
 ACCOUNT NUMBER: *2073012866
 TOTAL DEPOSIT: \$ 500.00
 MICR: ⑆ 2287445⑆

020101 01803503 DATE 06/02/25

TR-37 201-2013 06/02/25 12:08 PM
 2073012866 CK Deposits \$500.00

Type	Routing & Transit	Account	Date	Check/Reference	Check	Amount
Deposit Item	122187445	0000002073012866	06-02-2025	153045631	0000000000	500.00
Check Item	057315015	0000000820120113	06-02-2025	5250006893129	0000000000	500.00

Payout history

Amount	Status	External Account (Bank/Card)	Initiated	ETA
\$2,630.00	Succeeded	MIDFIRST BANK	7 Jun 6:07 PM	8 Jun 5:00 PM
\$3,540.00	Succeeded	MIDFIRST BANK	31 May 6:09 PM	1 Jun 5:00 PM
\$1,350.00	Succeeded	MIDFIRST BANK	25 May 6:08 PM	26 May 5:00 PM
\$1,440.00	Succeeded	MIDFIRST BANK	17 May 6:13 PM	18 May 5:00 PM
\$270.00	Succeeded	MIDFIRST BANK	10 May 6:13 PM	11 May 5:00 PM
\$1,265.00	Succeeded	MIDFIRST BANK	3 May 6:08 PM	4 May 5:00 PM
\$895.00	Succeeded	MIDFIRST BANK	26 Apr 6:24 PM	27 Apr 5:00 PM
\$1,035.00	Succeeded	MIDFIRST BANK	19 Apr 6:04 PM	20 Apr 5:00 PM
\$685.00	Succeeded	MIDFIRST BANK	12 Apr 6:04 PM	13 Apr 5:00 PM
\$3,610.00	Succeeded	MIDFIRST BANK	5 Apr 6:09 PM	6 Apr 5:00 PM

PINKIES ON THE GREEN PROPOSED BUDGET

REVENUE		2025 BUDGET		2025 ACTUAL	VARIANCE
Tickets	82	\$ 7,380.00			\$ (7,380.00)
Ivy Pearl Package	2	\$ 2,016.00			\$ (2,016.00)
Emerald Platinum Package	8	\$ 5,720.00			\$ (5,720.00)
Rose Gold Package	5	\$ 2,075.00			\$ (2,075.00)
50/50 Raffle Revenue		\$ 700.00			\$ (700.00)
Silent Auction		\$ 3,500.00			\$ (3,500.00)
Donations		\$ 750.00			\$ (750.00)
Total Revenue		\$ 22,141.00		\$ -	\$ (22,141.00)
EXPENSES					
Top Golf Play & Brunch					
Top Golf Bays	20	\$ 2,550.00			
Room Rental		\$ 600.00			
Brunch	135	\$ 2,700.00			
		\$ 5,850.00		0	\$ (5,850.00)
Drink Tickets					
Beer and House Wine	82	\$ 594.50			
Premium Beverages	63	\$ 724.50			
Call Beverages		\$ -			
		\$ 1,319.00		0	\$ (1,319.00)
Fees & Taxes					
F& B Service fees	20%	\$ 833.80			
Top Golf Coach	2	\$ 400.00			
Bartender Fees	2	\$ 150.00			
Sales Tax	8.6%	\$ 1,119.63			
EventBrite Fees		\$ 750.00			
		\$ 3,253.43		0	\$ 3,253.43
Other Expenses					
Decor		\$ 250.00			
DJ Contract		\$ 500.00			
Other Expenses		\$ 650.00			
		\$ 1,400.00		0	\$ 1,400.00
Total Expenses		\$ 11,822.43		\$ -	\$ 11,822.43
NET REVENUE		\$ 10,318.57		\$ -	

COMMENTS

Tickets are \$90/person
Ivy Pearl Package is \$1008
Emerald Package is \$715
Rose Gold Package is \$415
TDPF keeps half/winner gets half

100% tax deductible

Receiving 50% discount off \$255/bay
Receiving 50% discount off \$1,200 rental fee
Brunch is \$20/person

Beer and House Wine (7.25)
Premium Beverage (11.50)
Call Beverage (9.50)

Based on (2) hrs of golf pro support

\$450(liability ins)

AAIO vs. Community Participation (Estimate)

AAIO Participation	40	\$ 3,600.00
AAIO +1 Guest	40	\$ 3,600.00
Community Tickets	56	\$ 5,040.00
	136	\$ 12,240.00

RAFFLE TICKETS (Pearl Necklace for purchasers)

1 for \$10
5 for \$40

IVY PEARL PACKAGE \$1008

(6) participants in your own bay

(6) Premium Drink tickets

Tickets (6)	\$	377.61
Premium Drink Tickets (6)	\$	69.00
F&B on Drinks	\$	13.80
Sales Tax on Drinks	\$	5.93
Total Expense	\$	466.35
Net Revenue	\$	248.65

GENERAL ADMISSION	
F&B Service Fees	5.45
Golf Play	21.25
Brunch	20
Call Beverage	7.25
Top Golf Coach	1.48
Sales Tax	4.17
Liability Insurance	3.33
Expense Per Ticket	62.94
Ticket Price	90
Net Revenue	27.06419

EMERALD PLATINUM PACKAGE \$715	
(6) participants in your own bay	
(6) Call Drink tickets	
Tickets (6)	\$ 377.61
Call Drink Tickets (6)	\$ 57.00
F&B on Drinks	\$ 11.40
Sales Tax on Drinks	\$ 4.90
Total Expense	\$ 450.92
Net Revenue	\$ 264.08

ROSE GOLD PACKAGE \$415	
(3) participants in one bay	
(3) Beer & Wine Drink tickets	
Tickets (3)	188.81
Beer/ Wine Tickets (3)	21.75
F&B on Drinks	4.35
Sales Tax on Drinks	1.8705
Total Expense	216.78
Net Revenue	198.22



The Desert Pearls Foundation
2025 PINKIES ON THE GREEN
FINANCIAL REPORT OVERVIEW

Overview

Financial procedures streamlined tasks, roles and responsibilities; and provided an opportunity for the fundraiser financial committee to implement procedures with fidelity and integrity.

Registered for Finance Support:	Day of Event Finance Support:
Elana Payton, Organizer Kim Hunley, Chair Abiana Conliffe, Co-Chair Cassandra Irby Lawanda Lacy Lisa McCray Cannon, TDPF Financial Secretary Lisa Cagnolatti, Auction Sonya Payne Veronica Armstrong	Sonya Payne Lisa McCray Cannon Cassandra Irby Lisa Cagnolatti Elana Payton

POTG Financial Committee & Responsibilities and Procedures (attached):

- Sonya Payne – 50/50 Raffle; Cassandra Irby
- Lisa McCray Cannon – Financial Secretary
- Lisa Cagnolatti – Silent Auction
- Elana Payton – Treasurer
- Co-Chairs Kimberly Hunley & Abiana Conliffe

50/50 Raffle

- Sonya Payne solely managed 50/50 Raffle. She managed cash flow, reissued tickets as needed, and raffle cash bag. Three cash bags were prepared prior to the start of the event. Each bag contained \$50 in cash and five sets of five tickets totaling twenty-five tickets/bag. Pens provided in each bag.
- Seller worked solely with Sonya Payne and would return to the finance table to submit raffle tickets and cash. Cash bags were replenished as needed throughout the event.
- Not all who signed up were available to support the 50/50 raffle; as a resulting in one seller.

Financial Secretary – Lisa McCray Cannon

- Lisa McCray Cannon utilized a receipt book for the event. Each individual receipt was pre-labeled with the following information for ease of recording and donor access of information.



The Desert Pearls Foundation, Inc.
 EIN: 84-3976364
 Pinkies on the Green
 June 2, 2024

- Receipts were handwritten and distributed to donors when funds were received. A locked cashbox was utilized to secure funds.
- Overall, all payments were received with ease. Receipts were distributed with ease.
- One attendee paid \$90.00 cash (\$50.00 and 2-\$20.00 bills). Funds were counted incorrectly, and a receipt was given to the patron in the amount of \$60.00. After clarifying, cash was recounted, and the patron was reissued a correct receipt. The initial receipt was voided.

Silent Auction Chair – Lisa Cagnolatti

- Silent Auction was managed with via Zeffy making bids, transactions, and monitoring easy. Treasure provided a clearly coordinated process; however, some challenges occurred due to not following procedures outlined.
 1. Auction winners approached the finance to confirm winning bid. Winners would receive a confirmation ticket after funds were confirmed “cleared” by the treasurer. Winners would present their ticket to the Financial Secretary and complete the ticket by adding their email address and phone number. Once confirmed as “legible” the winner would be direct to the Auction Chair, present their ticket and receive their item(s).
 2. Winners who are not present would be represented by a Winner Slip completed by the Treasurer who should solely submit to the Auction Chair; however, involvement to resolve the issue resulted in committee members making decisions on how to ensure winners received their item(s). This was problematic as funds needed to reflect “cleared” by the Treasurer in order to present to the Auction Chair.
 3. One item was purchased after the auction closed. The item was paid via Zeffy General donation. The patron who made the purchase confirmed payment following the same process, received a Winner Slip by the Treasurer and presented the slip to the Auction Chair.
 4. Sample of Congratulations Email message, Regret Email message and Winner Slip provided in the Financial Procedures.

Challenges/Barriers:

- Several confusing conversations took place resulting in undue stress and confusion.
- As a result, items were not confirmed cleared until the next business day.
- Silent auction payments were made via Zeffy online and bidders paid via credit card, debit card or bank ACH. Bank payments do not show “cleared” upon payment and take approximately 1-3 business days to confirm payment. This is why any winner present or not were required to present their “winner email” to the Treasurer to confirm payment(s) were received and cleared.

NOTE: Treasurer informed Auction Chair after the event that individuals who paid via Bank ACH had payments that had yet cleared. In addition, multiple payments made by the same bidder may delay processing as a safeguard by Zeffy and/or Bank.

Recommendation: All members must follow the financial procedures to ensure all standards are implemented correctly reducing communication and transaction confusion. Any member participating to support finance OR serving a specific role should focus solely on their role and responsibilities.

General Donations

- General donations were paid via Zeffy payment options, Check or Cash; and receipts were provided.

Treasurer – Elana Payton

- Provided large color QR Code printouts for Donations and Auction to post on tables for ease of use by donors.
- 5/30/202 Petty Cash was withdrawn from TDPF checking account in the amount of \$300 (\$200.00 in tens and \$100.00 in fives.)
- Calculated all funds received. Envelopes and deposit slips were prepared as outlined:
 - Petty Cash
 - Cash Donations
 - Silent Auction payments were recorded by Zeffy and are deposited into TDPF checking account weekly.
- All monies deposited separately on June 2, 2025, and deposit slip copies recorded in the TDPF Treasurer’s three ring binder.
- Added general donations reported by Kim Hunley on 6/6/2024 during TDPF Executive Director meeting.
- A copy of the Zeffy Ticket Sales, General Donations, and Silent Auction ledgers were printed and will be recorded with the June Finance report.

Profit/Loss Three Year Overview

POTG Year	Projected Gross Revenue per Chair Report	Actual Gross	Projected Expenses	Actual Expenses	Net Profit
2023	14,500.00	16,421.93	8,923.00	8,998.38	7,423.55
2024	20,125.00	17,078.84	11,110.33	9,754.68	7,324.16
2025	22,141.00	17,000.00	11,822.43	8,018.56	9,251.44

*2025 does not include 50/50 Raffle net

Projected Gross Revenue.....	Increases each year
Actual Gross.....	Averages the same
Projected Expenses.....	Increases each year
Actual Expenses.....	Decreased overall
Net Profit.....	Remained relatively the same in Year 1 & 2; Increased in year 3 by almost 25%

General Recommendations for POTG Fundraiser and/or Fundraiser Events

- Follow financial procedures; role and responsibilities. Refrain from engaging in tasks outside of identified role.
- Continue early collaboration with chairpersons to discuss overall goals and target fundraising amounts.
- TDPF Treasurer will continue to represent TDPF board as a third-party chairperson to discuss finances and help determine best practice to spend and receive funds efficiently and fiscally responsible based on TDPF approved budget and finances. If the approved budget requires an increase to fund any identified event, the Treasurer can present the increase to the board to obtain approval as Fundraiser Chair(persons) may not be a TDPF Board members.
- Continue to develop the Financial Procedures in collaboration with committee chairpersons overseeing special fundraising activities that impact receiving payments from donors/winners of prizes.
- Continue to provide a unified presentation of financial expectations that represents all involved managing/working the fundraising event.
- ALL payments to fund the event should follow TDPF financial procedures.
- Any after-event deposits will be categorized as a General Donation unless otherwise discussed with the Finance Committee Financial Secretary and Treasurer.
- Discontinue 50/50 Raffle – TDPF loses money with the raffle
- Focus solely on big ticket items for the Private Auction.
 - Start bids at actual price with appropriate increment bids.
 - Possibly consider purchasing items that will sell, purchase within budget.

Financial Platform Recommendation

Utilize the Zeffy platform for all TDPF and discontinue use of PayPal. Reasons for use of Zeffy as the official platform for donations:

- PayPal account is set up under an individual soror. Zeffy is currently set up under TDPF as a non-profit business with Treasurer listed as a contact only. Treasurer can provide separate access to TDPF members as needed.
- PayPal is a for-profit platform and if donors elect not to pay the fee, TDPF incurs fees.
- Zeffy designed specifically for non-profit organizations.
- Zeffy provides same payment methods as PayPal as well as receipts.
- Zeffy is convenient and supports TDPF fundraising efforts.
- 100% ZERO fees with Zeffy.
- Possibly obtain a Square mobile device to receive debit and credit card payments. Inquiry was made and it was recommended to pause moving forward.
-

Recommendations for the Scholarship Committee

- Scholarship Committee should purchase a bay(s) at cost based on number of recipients who will attend (Parents and Student only). 2025 Bay cost: \$253.41.
- Funds for purchase QB line: Scholarship
- Scholarship recipient Names, School attending, and Area(s) of interest studying must be provided to the POTG Committee Chair and Treasurer no later than two weeks in advance to the date of the event.

Recommendations for Photographs at Fundraising Events

- Separate shot list for Chapter & Foundation
- Photo shot list for chapter and foundation photos created one week in advance and provided to the photographer (for proper recording) and DJ (for announcement of photo time).
- Photo lists should be printed and posted by the backdrop location.
- Include type of photo, names of individuals required for the photo and time of photo
 - Example: AAIO Board, AAIO Goldens, AAIO Silver, etc.
 - Example: TDPF Board, TDPF President & Recipients, TDPF Scholarship Committee & Recipients, etc.
- DJ will announce the title of the photo.
- Photos will be taken with the majority of individuals identified

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dr. Elana A. Payton". The signature is fluid and cursive, with a large initial "D" and "P".

Elana A. Payton, Treasurer



2025 Pinkies on the Green Day of Event Financial Procedures

Financial Procedures

All donations will follow financial procedures and guidelines outlined in Financial Procedures v4 updated 12/18/2024. The Financial Committee will assist in managing funds on the day of the event.

The official financial platform for the 2025 Pinkies on the Green event will be Zeffy.com – PLEASE DO NOT DIRECT TO TDPF PAYPAL for this event.

Procedures & Responsibilities are as follows:

- All donations will be made via cash, check, or Zeffy.com. Zeffy offers the follow payment options: credit card, debit card, checking account transfer.
- Attendance Tickets and silent auction bidding and purchases will be made via Zeffy.com.
- Zeffy will provide a weekly payout to the Foundation MidFirst Bank checking account.
 1. Ticket Sales account: <https://www.zeffy.com/ticketing/2025-pinkies-on-the-green>
 - Tickets will solely be purchased via the Zeffy link. The link will be closed at 11:00am the day of the event.
 2. Silent Auction Zeffy account: <https://www.zeffy.com/ticketing/desert-pearls-foundations-silent-auction>
 - A complete list of all auction items will be provided to the Treasurer no later than Friday, May 23, 2025, 5:00pm. The auction items list will include 1) The name of the item, a picture of the item, and the starting bid amount. Bidding will be in \$5.00 increments.
 - All silent auction bids and final payment for the winner will take place via the Zeffy link only.
 - The silent auction will open upon directive from the Auction Chair and will close at 12:30pm. The platform will close automatically at 12:30pm. The Treasurer will still monitor in the event it may not.
 - Winners will receive a congratulations Notice via email or text depending on how the set up their bid at payment; bidders that lose the bid will also receive a notice and will present their notice to the Finance table Treasurer to be confirmed.

Email subject*

Congratulations! You're the Winning Bidder of The Desert Pearls Foundation's Silent Auction

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Hi ,

We are thrilled to announce that you are the winning bidder for the item(s) you selected in our silent auction! Your generosity and support are greatly appreciated, and we couldn't be more delighted to have you as a winner.

Please present this message to the Finance table to collect your item.



Once again, thank you for your participation and for helping us make a difference in the communities we serve!

Warm regards,

Marchelle Franklin, President
desertpearlsfoundation@gmail.com

Email subject*

Thank you for participating in our auction

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Hi ,

We hope this message finds you well. We wanted to take a moment to express our sincere gratitude for your participation in our recent silent auction.

While we regret to inform you that you were not the winning bidder for the item(s) you selected, please know that your support and generosity have not gone unnoticed. Your contribution plays a vital role in helping us continue our mission and make a difference.

You can always support our cause in other ways by donating, volunteering, or attending any of our upcoming fundraiser events.

Thank you again for your participation,

Marchelle Franklin, President
desertpearlsfoundation@gmail.com

- Winners will be presented with a **winner slip** by the Treasurer in order to pick up their winning item(s) once payment in full has been received/confirmed. If not present, the Silent Auction Chair will contact the winner to arrange a pickup date and time for their item(s).
- Sample Winner Auction Slip – Item # and Description will be prefilled.
 1. Treasurer will write in winner's name only.
 2. the winner will complete the form.
 3. Financial Secretary will approve with initials indicating it is legible and direct the winner to the Auction Chair location.
 4. the winner will present their slip to the Auction Chair to obtain their item(s).
 5. If a bidder wins more than one item, they will receive an Auction Winner Slip per item.



POTG – AUCTION WINNER SLIP!

Item Number: _____ Description: _____

Winner's Name	Email	Phone

Finance Initials: _____

Note: All bid payments and winner information is capture by Zeffy, the form is strictly for Winner's to claim the item(s) and for the Auction Chair to retain the information for reporting later.

3. General Donations can be made by:

- Cash
- Check
- Zeffy account (one time or monthly): <https://www.zeffy.com/donation-form/donate-to-make-a-difference-11304>

	<ul style="list-style-type: none"> • Cash and check donations - A receipt will be provided at the time the donation funds are received. • 50/50 Raffle is CASH ONLY and a receipt will not be provided. The winner of the 50/50 Raffle will receive half of the total funds raised at the close of the event. Tickets: \$10.00 per ticket / 5 tickets for \$40.00 • The Treasurer will provide a cash lockbox & five cash bags. Cash bags will be labeled as follows: <ul style="list-style-type: none"> ➢ (3 bags) 50/50 Raffle Ticket Sales – Used to sell tickets and collect monies (Seller) ➢ (1 bag) MidFirst Money Bag – Used to secure funds once sales bag is full (Treasurer) ➢ (1 bag) General Donations – Cash and check donations received • The Treasurer will provide binder clips, envelopes for deposits, and deposit slips. • The Treasurer will have \$300 petty cash on hand. • The Treasurer will deposit proceeds the next business day. • A Laptop and/or Tablet will be accessible for patrons to access TDPF Zeffy donations only. In addition, Zeffy donation QR codes will be available. <p><i>*Additional financial needs will be addressed as presented.</i></p>						
Final Expenditures	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Description</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>1. Final event expenses per contract (one week before)</td> <td rowspan="3" style="text-align: center; vertical-align: middle;"><i>TBD</i></td> </tr> <tr> <td>2. Day of event final expenses</td> </tr> <tr> <td>3. Additional Anticipated Expenses</td> </tr> </tbody> </table>	Description	Amount	1. Final event expenses per contract (one week before)	<i>TBD</i>	2. Day of event final expenses	3. Additional Anticipated Expenses
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1. Final event expenses per contract (one week before)	<i>TBD</i>						
2. Day of event final expenses							
3. Additional Anticipated Expenses							
Treasurer Final Financial Report	Treasurer will provide final report to 2025 Pinkies on the Green Co-Chairs after approval for release by the TDPF President and Fundraising Chair.						

Respectfully Submitted,



Elana Payton, Treasurer