Database Manager Report for August, 2023

I recommended to the Chair that we consider purchasing Quickbooks online accounting services which would allow the Treasurer and a couple of other people to update and monitor financial activity. My sense is that activity that should have been posted to the Party's Quickbooks system has not been done by either of the past 2 Treasurers covering a period of more than 2 years.

See following time report.

Our **August** Amazon bill for CRM email services was **$7.09** for just over **70,000** emails. This cost is recorded as an In-Kind donation by the Database Manager.
Our credit with MailChimp for email services has expired and we are no longer maintaining that account. Our free data storage with Amazon will terminate at the end of 2023. Our domains managed by Google will be moved to Squarespace sometime soon.

Respectfully Submitted,

David Aitken
Database Manager
Libertarian Party of Colorado

Database Manager Time

Date	Start Time	Stop Time	Time	Description
8/10/2023	8:15 AM	8:30 AM	0:15	board reports
8/10/2023	2:45 PM	3:35 PM	0:50	voter file exports for Aurora, Centennial
8/10/2023	7:15 PM	8:15 PM	1:00	board reports
8/12/2023	10:10 AM	10:25 AM	0:15	voter file exports for Aurora, Centennial
8/13/2023	7:10 PM	7:20 PM	0:10	backup
8/16/2023	9:35 AM	9:50 AM	0:15	carter signup
8/16/2023	3:45 PM	4:00 PM	0:15	add media people
8/18/2023	2:10 PM	2:15 PM	0:05	add media people
8/20/2023	8:15 PM	8:30 PM	0:15	backup
8/21/2023	6:10 PM	7:20 PM	1:10	L10 meeting
8/22/2023	1:45 PM	2:05 PM	0:20	political director email
8/22/2023	2:30 PM	3:00 PM	0:30	hannah phone call
8/23/2023	7:20 AM	7:40 AM	0:20	douglas local emails
8/24/2023	8:20 AM	8:35 AM	0:15	set up audit cmte users
8/25/2023	7:10 PM	7:35 PM	0:25	prop HH email for Hannah
8/27/2023	6:55 PM	7:05 PM	0:10	backup
8/28/2023	8:20 PM	8:35 PM	0:15	enter Douglas contacts
8/30/2023	7:20 PM	7:50 PM	0:30	Adams D12 voter list
8/31/2023	10:05 AM	10:30 AM	0:25	update Treasurer resigned
9/3/2023	10:30 AM	11:30 AM	1:00	sos voter file
9/3/2023	7:55 PM	8:25 PM	0:30	backup
9/4/2023	10:15 AM	11:30 AM	1:15	sos voter file
9/5/2023	10:30 AM	10:40 AM	0:10	new user
9/5/2023	10:40 AM	10:55 AM	0:15	menten prop tax email
9/6/2023	9:45 AM	10:10 AM	0:25	files for aristotle
9/6/2023	10:25 AM	11:15 AM	0:50	files for aristotle
9/6/2023	1:00 PM	3:45 PM	2:45	sos voter file
9/6/2023	3:45 PM	4:05 PM	0:20	hannah phone call
9/6/2023	5:00 PM	5:30 PM	0:30	treasurer email
9/6/2023	7:05 PM	7:30 PM	0:25	files for aristotle
9/6/2023	7:50 PM	8:15 PM	0:25	update SOS import procedure
9/7/2023	7:40 AM	8:00 AM	0:20	board reports
9/7/2023	7:00 PM	7:25 PM	0:25	treasurer email
9/7/2023	7:25 PM	7:30 PM	0:05	board reports

17:20 Total Hours