

Bookkeeping is a necessary expense – but is it unnecessarily expensive?



Like many not-for-profits, synagogues rely on small administrative staffs that are stretched to the breaking point.

Bookkeepers may be only partly-qualified or part-time. Management reports are produced in last-minute rushes, if at all, often drawing in the administrator and volunteers.

Critical functions – like outreach – don't receive the attention you would like to give them, because too much effort is needed for the financial records.

Inconveniences – and sometimes risks – are introduced when board members have to make trips to the office to approve expenses or sign blank checks in advance. Software updates can add several layers of cost as licenses are purchased, new versions uploaded and personnel struggle to learn new features.

Confusion can set in when the bookkeeper isn't in and a question comes up, a bill needs to be paid or a document is needed.

**But it really
doesn't have
to be like this.**

Minimize risk. Maximize time. Reduce overhead.

Synagogues and not-for-profits all over the United States are finding real value in outsourcing their bookkeeping and related functions to Kesef Accounting Service. Here are some of the key benefits we offer:

STAY UP TO DATE:

- Receive bank reconciliations within 5 days of receipt of bank statements.
- Review reports on your designated dates each month.
- Collect money faster through automated billing.
- Secure the integrity of your data files through automated daily data backup.
- Say goodbye to late payments, an unreliable general ledger and billing delays.

FACILITATE BETTER MANAGEMENT AND OVERSIGHT:

- Generate reports when you need them.
- Customize reports to meet your specific needs.
- Ensure that the information presented is user-friendly.
- Decrease last minute pre-meeting rushes and board

member frustration at cryptic financial reports.

REDUCE RISK OF FRAUD:

- Implement closed-circuit expense approval – even with multiple approvers.
- Rely on secure, reliable technology for all transactions and information requests.
- Allow secure entry of credit card information for payment purposes.
- Abolish the risks that come with single-person control of documents, billings and disbursements.

AUTOMATE EXPENSE APPROVALS:

- Receive email when an item is waiting for approval.
- Review pending checks securely from your own computer at your convenience.
- Ask questions, make notes or approve at the touch of a button.
- Maintain full control; only designated individuals on your side can approve expenses. Kesef personnel never touch your cash.
- Eliminate the need for extra trips to the office, pre-signed checks and late payments.

contact david beyth or john grippo today:
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email: info@kesefaccountingservice.com
web: www.kesefaccountingservice.com





We're experienced professionals with over 40 years in the business —

We understand how synagogues work.

CONTROL BOOKKEEPING COSTS:

- Save on benefits and overhead.
- Call us when you need us; we don't take vacation, sick days or leaves of absence.
- Get the service you need with no worries about unexpected overtime or termination costs.
- Avoid time, trouble and expense associated with turnover, including temps, advertising and recruiting fees.

MAKE THINGS EASIER FOR BOARD MEMBERS AND VOLUNTEERS:

- Facilitate questions and answers within the reviewing system.
- Approve expenses from any computer at any time.
- Obtain critical information at your convenience.

STREAMLINE RECORD-KEEPING:

- Scan your bills – or have them sent directly to us.
- Access bills and other documents whenever you need

them using 3 powerful search functions, and a robust linking facility that connects related documents.

- Reduce paper clutter, single-copy bottlenecks and the blips associated with software updates.

LINK SEAMLESSLY WITH OTHER CRITICAL FUNCTIONS:

- CHAVERWARE™
- Payroll vendors.

It's about value.

As a not-for-profit, you have been accustomed to doing more with less. Usually this is a "scrimp and save" proposition; what if we could give it a more positive twist?

We understand how synagogues work – the issues that can crop up, and the things you need to keep focused on your mission.

Our staff of fully qualified bookkeepers is available every business day to answer your questions. Your critical information is accessible online 24/7 whenever you need it.

It's a new way to look at bookkeeping – and a great way to make the most of the funds you have. Contact us today at 201.360.2524 for a free consultation to find out whether Kesef Accounting Service is the solution you've been hoping for.



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