

Nonprofit Financial Managers

A Resource for the areas of Finance, IT, Human Resources, and Office/Facilities Management

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For information, go to npfm.org, or contact Mitzi Fennel at 617-279-2252 or Jessica Zander at 617-956-0215

Mark Your Calendars

All of our meetings take place on the last **THURSDAY** of each month. **No pre-registration required.** Upcoming dates:

- **October 31:**
HRAs/HSAs/FSAs/MERPs—What are They, How are They Changing and Why do we Need Them?

NPFM Membership Information

The annual membership fee of \$100 covers monthly mailings and other operating expenses. The membership period is from September to August. A part-year membership for \$60 is offered for those joining after January 1, which covers membership through August. Full-time students are welcome to join at any time without paying a fee.

In addition to attendance at monthly meetings, members receive a monthly newsletter and access to the NPFM e-mail forum. Lunch is provided for all attendees at meetings. There is a \$20 meeting fee for non-members, and since membership is by organization, there is no limit of individuals from any one organization who may attend the meetings.

RSVPs for the meetings are not required.

For renewals or new membership fees, please make your check out to:

NonProfit Financial Managers
c/o Health Resources in Action
95 Berkeley Street
Boston, MA 02116

Contact Mitzi Fennel at 617-279-2252 for more information.

The Next Meeting

Topic: Enterprise Risk Management: What is it and What Should We Be Doing About it?

Date: Thursday, September 26, 2013

**Location: United South End Settlements
566 Columbus A ve., Boston**

Time: 12:00 PM – 1:30 PM

Each of us has different issues that keep us up at night. Enterprise Risk Management (ERM) is a way to organize our thinking so we worry about the right things, do not remain alone with our worries, and come up with plans to address what we can. Increasingly, Boards are requiring ERM at some level. This session will include an overview of what ERM is and different approaches to establishing an ERM process at your organization, along with tools to get you started. **No matter how small your organization is, you can do something.** Bob Damiano, who coordinates ERM efforts at Partners HealthCare, and Jessica Zander, from Big Brothers Big Sisters of Massachusetts Bay, will be presenting.

Recap of June Meeting

Cloud Computing

Is your organization in the cloud and are you aware of what cloud tools your staff might already be utilizing? What steps have you taken to mitigate risk and maximize productivity within these systems? Russell Greenwald, Director of IT Services for Insource Services, gave a presentation during which he defined the different types of clouds, the values they can bring, and considerations to take when evaluating these options.

The popular definition of cloud computing is that it is comprised of usable systems managed by someone

else located somewhere else. Russell's definition is: usable computer systems accessed from anywhere.

Your company can pay for the cloud either on an hourly basis or on a monthly basis, depending on your vendor. If you include telephone service in your cloud system, you do not have to have a PBX switch on site, you can access your business calls from anywhere, and vendors generally offer all of the features that you are willing to pay for.

There are many advantages from going with a cloud computing system. Most employees have mobile devices which can access the Internet. With a cloud set-up, you do not need servers on site – you can lease servers elsewhere. Your organization can lower its IT maintenance costs because you no longer have to have an IT employee or consultant on site – your cloud company can act as an advisor. Generally, cloud systems offer unlimited access and unlimited storage, so you do not need to constantly upgrade your company's hardware. Disaster recovery is also a big plus, since all of your files are stored elsewhere.

Other advantages of going with a cloud solution are that your backups are offsite, automatic, secure, and have unlimited space. You do need to select your cloud provider carefully to make sure that your data is secure. Ideally, your cloud vendor should have already gone through a data security audit. You can also operate your email system through the cloud. Both Google Apps and Office 365 are free services for nonprofits. There are various cloud file systems available: Drop box, Box.com, Google, Office 365. You can also operate and store your financial system and/or your program information and contacts with the cloud solution.

The main features of the public cloud systems are: you are paying for rights to use/rent hardware and software; no maintenance is required; you pay monthly or yearly; you own your data; there are constant seamless enhancements of the system; and there is an automatic back-up mechanism. Also, you own your hardware and software; there is a one-time cost for purchase and set-up; you own your data; you control the security and back-up mechanisms; and the cloud is in your control.

The major drawbacks of the cloud are that your vendor may not always be in business and you have to setup, maintain, and constantly upgrade on premises system.

Before you make the decision to move the cloud, you need to document your requirements and ask yourself if going to the cloud adds value to your organization and does it support all of your needs. The actual migration from a private system to the public cloud requires a lot of planning. Your cloud vendor needs to be stable and reliable. You will need to decide who in your company can get access to what. You definitely need to make sure that you have stable and adequate Internet service – you will need a lot of bandwidth to support it. You hope that your data is secure, but that is not necessarily always the case. Most of the cost of setting up and migrating to the cloud is training your staff. While there are definite opportunities for cost savings and increased productivity, you need to carefully evaluate the benefits versus the risks of moving to the cloud. Is it right for your organization? And is your staff on board with the Cloud? It is not an easy decision.

Job Openings...

The NPFM group has a section on their website for job postings. Check out our website at www.npfm.org for a complete list of jobs. Contact David Richardson at dr44@verizon.net with questions or postings.

NPFM E-mail Forum

One of the benefits of membership in NPFM is a subscription to our e-mail listserv. We encourage members to post questions, announcements and new developments in finance and administration. All new members who provide e-mail addresses are automatically subscribed. To post messages send to npfmboston@googlegroups.com. If your membership is current and you do not have access to the listserv, please contact Karen Kelley Gill, at kgill@cedac.org.

NPFM Steering Committee

The Steering Committee consists of several members who are responsible for the meeting topics, speakers, and other details surrounding the group. If you are interested in joining the steering committee, or in submitting ideas for future sessions, please contact any of the existing members, by email or in person at a meeting.