



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

June 14, 2001

Marla Shepard, Treasurer  
California Credit Union League  
Political Action Committee (F)  
9500 Cleveland Avenue, Suite 200  
Rancho Cucamonga, CA 91730

Identification Number: C00235929

Reference: 30 Day Post-General (10/19/00-11/27/00) and Year End (11/28/00-12/31/00) Reports

Dear Ms. Shepard:

This letter is to inform you that as of June 13, 2001, the Commission has not received your response to our requests for additional information dated May 23, 2001. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

An adequate response must be received at the Commission by July 4, 2001. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

If you should have any questions regarding this matter, please contact Angel Williamson on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Marla Shepard, Treasurer  
California Credit Union League  
Political Action Committee (F)  
9500 Cleveland Avenue, Suite 200  
Rancho Cucamonga, CA 91730

MAY 23 2001

Identification Number: C00235929

Reference: Year End Report (11/28/00-12/31/00)

Dear Ms. Shepard:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule A of your report (pertinent portion(s) attached) discloses a receipt(s) from an organization(s) that is not registered with the Commission. 2 U.S.C. §441b prohibits the receipt of funds from national banks, corporations, and labor organizations. Under 11 CFR §102.6, however, certain entities may serve as collecting agents for the purpose of transmitting contributions to a separate segregated fund. A collecting agent may be, but is not limited to, a committee which is affiliated with the separate segregated fund; the connected organization; or a local, national, or international union.

Funds received from a collecting agent are to be attributed to the original contributors and should be disclosed according to the requirements of 11 CFR §104.3(a). If the amounts in question were contributed by individuals and transmitted to your committee by a collecting agent, the activity should be included on Line 11(a)(i) of the Detailed Summary Page. Any contribution from an individual exceeding \$200 in the aggregate during the calendar year should be itemized on a supporting Schedule A. Collecting agents need not be identified on your report.

If the contribution(s) in question was incompletely or incorrectly disclosed, you should amend your original report with clarifying information. If you

have received funds from an entity which was not serving as a collecting agent, you must transfer-out the impermissible funds to an account not used to influence federal elections or refund the full amount to the donors in accordance with 11 CFR §103.3(b). In the best interest of your committee, all transfers-out and refunds should be made within thirty days of the treasurer's receipt of the impermissible funds. In order to protect the donor's interests, the Commission recommends that you inform the possible involuntary contributors in writing to provide the donors with the option of receiving a refund or granting written authorization for a transfer to another account.

Please inform the Commission of your corrective action immediately in writing and provide a photocopy of your check for the transfer-out or refund. In addition, any transfers-out or refunds should be disclosed on Schedule B supporting Line 22 or 28 of the report covering the period during which the transaction was made.

Although the Commission may take further legal action concerning the acceptance of prohibited contributions, prompt action by your committee in transferring-out or refunding the amounts will be taken into consideration.

-Schedule A of your report discloses the receipt of funds from your connected organization (pertinent portion(s) attached). 2 U.S.C. §441b prohibits the receipt of funds from national banks, corporations, and labor organizations. Under 11 CFR §114.5(b)(3), however, a separate segregated fund may be reimbursed for any solicitation or other administrative expense provided that the reimbursement is made no later than thirty days after the expense was paid by the separate segregated fund.

If the contribution(s) in question was incompletely or incorrectly disclosed, you should amend your original report with the clarifying information. Please provide further clarifying information regarding the date(s) on which the committee made payments for any solicitation or other administrative expenses. To the extent that the reimbursement was made beyond thirty days, your committee must transfer the funds to an account not used to influence federal elections or refund the full amount to your connected organization in accordance with 11 CFR §103.3(b). The Commission recommends that you inform your connected organization in writing to provide them with the option of receiving a refund or granting written authorization of a transfer-out to protect the donor's interest.

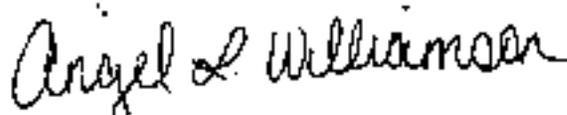
Please inform the Commission of your corrective action immediately in

writing and provide a copy of your check for the transfer-out or refund. In addition, any transfer-out or refund made should be disclosed on Schedule B supporting Line 22 or 28 of the report covering the date on which the transaction was made.

Although the Commission may take further legal action concerning the acceptance of a prohibited contribution, prompt action by your committee to refund or transfer-out the amount will be taken into consideration.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,



Angel L. Williamson  
Reports Analyst  
Reports Analysis Division

**SCHEDULE A**

**ITEMIZED RECEIPTS**

Use separate schedule(s) for each category of the Detailed Summary Page

FOR LINE NUMBER 11A1

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

**NAME OF COMMITTEE (in Full)**  
California Credit Union League Federal PAC Report

Full Name, Mailing Address, and ZIP Code	Name of Employer	Date (month, day, year)	Amount of Each Receipt this Period
Mrs. Gee-Gee Lukofnak 6813 Valinda Ave Rancho Cucamonga CA 91701 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	CCUL Occupation Executive Assistant Aggregate Year-to-Date > \$ 360.00	12/07/2000	30.00
Pataico Credit Union 156 Second Street San Francisco CA 94105 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Pataico Credit Union - Intermediary Occupation	12/20/2000 Aggregate Year-to-Date > \$ 10888.00	80.00
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1409 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Provident Central CU - Intermediary Occupation	12/20/2000 Aggregate Year-to-Date > \$ 1170.00	29.00
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1409 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Provident Central CU - Intermediary Occupation	12/20/2000 Aggregate Year-to-Date > \$ 1170.00	40.00
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1409 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Provident Central CU - Intermediary Occupation	12/20/2000 Aggregate Year-to-Date > \$ 1170.00	40.00
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1409 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Provident Central CU - Intermediary Occupation	12/20/2000 Aggregate Year-to-Date > \$ 1170.00	40.00
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1409 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Provident Central CU - Intermediary Occupation	12/20/2000 Aggregate Year-to-Date > \$ 1170.00	40.00

CLW

**SUBTOTALS** of Receipts This Page (Optional) .....

**TOTALS** This Period (last page this line number only) .....

**SCHEDULE A**

**ITEMIZED RECEIPTS**

Use separate schedule(s) for each category of the Detailed Summary Page

FOR LINE NUMBER  
F1A1

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

**NAME OF COMMITTEE (In Full)**  
**California Credit Union League Federal PAC Report**

Full Name, Mailing Address, and ZIP Code	Name of Employer	Date (month, day, year)	Amount of Each Receipt this Period
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1400	Provident Central CU - Intermediary	12/20/2000	40.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation	Aggregate Year-to-Date \$ 1170.00	
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1400	Provident Central CU - Intermediary	12/20/2000	40.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation	Aggregate Year-to-Date \$ 1170.00	
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1400	Provident Central CU - Intermediary	12/20/2000	40.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation	Aggregate Year-to-Date \$ 1170.00	
Provident Central CU 303 Twin Dolphin Drive Redwood Shores CA 94063-1400	Provident Central CU - Intermediary	12/20/2000	721.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation	Aggregate Year-to-Date \$ 1170.00	
Heritage Community CU 10389 Old Placerville Road Sacramento CA 95827	Heritage Community CU - Intermediary	12/20/2000	80.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation	Aggregate Year-to-Date \$ 280.00	
American Baptist CU 101 South Banana Covina CA 91733	American Baptist CU - Intermediary	12/12/2000	62.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation	Aggregate Year-to-Date \$ 3638.50	
Mr. Matthew Davidson 9500 Cleveland Avenue, Suite 200 Rancho Cucamonga CA 91730	CCUL	12/07/2000	20.00
Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Occupation EVP	Aggregate Year-to-Date \$ 525.00	

**SUBTOTALS** of Receipts This Page (Optional) .....

**TOTALS** This Period (last page this line number only) .....

**SCHEDULE A**

**ITEMIZED RECEIPTS**

Use separate schedule(s) for each category of the Detailed Summary Page

FOR LINE NUMBER 11A1

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

**NAME OF COMMITTEE (In Full)**  
**California Credit Union League Federal PAC Report**

Full Name, Mailing Address, and ZIP Code Mr. Ryan Bradley  9500 Cleveland Avenue, 200 Rancho Cucamonga CA 91730 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Name of Employer CLBC	Date (month, day, year) 12/07/2000	Amount of Each Receipt this Period 25.00
	Occupation Director Aggregate Year-to-Date > \$ 420.00		
Full Name, Mailing Address, and ZIP Code Ms. Dianne Stewart  833 W. 15th Street Upland CA 91768 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Name of Employer CCUL	Date (month, day, year) 12/07/2000	Amount of Each Receipt this Period 20.00
	Occupation Director Aggregate Year-to-Date > \$ 240.00		
Full Name, Mailing Address, and ZIP Code Mr. David Chatfield  823 W. 26th Street Upland CA 91764 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Name of Employer CCUL	Date (month, day, year) 12/07/2000	Amount of Each Receipt this Period 50.00
	Occupation CEO & President Aggregate Year-to-Date > \$ 600.00		
Full Name, Mailing Address, and ZIP Code Mr. Tony Boutelle  8500 Cleveland Avenue, Suite 200 Rancho Cucamonga CA 91730 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Name of Employer Credit Union Direct Lending	Date (month, day, year) 12/07/2000	Amount of Each Receipt this Period 28.00
	Occupation CEO Aggregate Year-to-Date > \$ 336.00		
Full Name, Mailing Address, and ZIP Code Calif Credit Union League 9500 Cleveland Avenue, Suite 200 Rancho Cucamonga CA 91730 Receipt For: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Name of Employer Calif Credit Union League - Intermedia	Date (month, day, year) 12/20/2000	Amount of Each Receipt this Period 12.00
	Occupation Aggregate Year-to-Date > \$ 1897.00		

*OK*

**SUBTOTALS** of Receipts This Page (Optional) .....

**TOTALS** This Period (last page this line number only) .....

1437.00

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the success of any business and for the protection of the interests of all parties involved. The document outlines the various methods and systems that can be used to ensure the accuracy and reliability of financial records.

In addition, the document provides a detailed overview of the different types of financial statements that are commonly used in business. It explains the purpose and content of each statement, including the balance sheet, income statement, and cash flow statement. The document also discusses the importance of reconciling these statements and ensuring that they are consistent and accurate.

Finally, the document offers practical advice and tips for businesses on how to effectively manage their financial records. It covers topics such as the selection of accounting software, the establishment of internal controls, and the regular review and audit of financial data. The document concludes by emphasizing the long-term benefits of a strong financial record-keeping system and the importance of staying up-to-date with the latest accounting practices and regulations.