Case Study: AP Automation for Non-Profits

The Customer

Customer: Harpeth Hall

Web Site: http://www.harpethhall.org/

Industry: Non-Profit - School

Location: Nashville, TN

Profile: Since 1865 with the opening of Ward Seminary for Young Women and later Ward-Belmont School, we have been committed to excellence in educating young women. Our mission is to teach girls to think critically, to lead confidently, and to live honorably – an ambitious yet attainable task. Please visit us and see for yourself the endless opportunities available at Harpeth Hall.
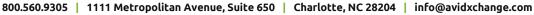
The Challenge

Harpeth Hall was scanning into a system that was mostly an electronic filing cabinet. Department chairs could approve invoices if they were on campus. However, they could not access the server when they were off campus. Janet, Associate Accounting Manager for Harpeth Hall, had to e-mail reminders to tell people they had something to approve and then more reminders if they did not do so in a timely fashion. Also, Janet had to key the information into the scanning system, and then again into their accounting system. This meant that she was double keying everything, which meant more room for data entry errors.

"I process invoices in about half the time it took prior to using AvidXchange. There is more accuracy, more accountability, and better audit trail for approvals."

Janet Baxter
Associate Accounting Manager, Harpeth Hall

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The Solution

The financial team at Harpeth Hall knew that there had to be a better way to do their invoice approvals. Harpeth Hall implemented AvidInvoice, so that they could mimic the current approval processes that they had in place, but in an automated fashion and in a cloud-based solution that could be accessed 24/7 from anywhere. The solution was great for the finance team, because they could see where invoices were at all times and rely on the system to send reminders for pending invoices instead of having to personally reach out. The electronic audit trail available through AvidInvoice also made for much easier audit seasons.

The Results

"I am very satisfied with the impact that automating our payables with AvidXchange has had on my work day! I can now spend more time on other aspects of my job that previously fell to the bottom of the pile."

Janet Baxter
Associate Accounting Manager, Harpeth Hall

To learn more about how AvidXchange can revolutionize how your company pays their bills, please visit us at www.avidxchange.com. You may also contact AvidXchange at 800.560.9305 or info@avidxchange.com.

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