



SAGE 300 AND SAGE AP AUTOMATION CHECK IN TO RODD HOTELS

Enhancing operational excellence through accounts payable efficiencies



Customer

Rodd Hotels & Resorts

Industry

Hospitality

Locations

Atlantic Canada

System

**Sage 300
Beanworks**

Located in the Maritime provinces is Rodd Hotels & Resorts, a family-owned boutique collection of properties located throughout Prince Edward Island, Nova Scotia, and New Brunswick. Founded by newlyweds Wally and Sally Rodd in 1935, the company is now in the capable hands of their grandson, Mark Rodd, the third generation of the Rodd family to lead the organization. Rodd Hotels is one of Atlantic Canada’s largest privately held hotel chains, with seven hotels and resorts under its brand.

Room for improvement in payable processing

Each of the Rodd Hotel properties is a busy operation, with restaurants, gift shops, golf courses, and meeting and event facilities on site. During the busy summer season, Rodd Hotels may receive literally thousands of vendor invoices for the supplies and services it takes to keep its properties in top condition and its guests feeling at home.

Managing the volume of invoices, though, used to be a cumbersome and time-consuming process. Each property, and each department within the property, logged the vendor invoices it received on paper sheets, which were then routed to the property manager for approval before being sent on to the company’s headquarters for processing. At headquarters, data from the invoice sheets was manually entered into Sage 300, Rodd Hotels’ trusted business management solution.

When Bobbi Lawlor-White was hired as the company’s controller, finding a more efficient and effective way of managing the accounts payable workflow was high on her list of goals. “Our Director of Operations had looked briefly for a solution, but found that they were either cost prohibitive, or didn’t integrate with Sage 300,” she recalls.



Checking out the right solution

Lawlor-White continued the research and ultimately found a new solution, Sage AP Automation powered by Beanworks, the only accounts payable automation solution that integrates seamlessly with Sage 300 to automate the processing, approval, and payment of invoices. "We quickly saw that Sage AP Automation would adapt perfectly to our workflow, from the property level right up to headquarters," she says. "It's very affordable, and was designed to work in concert with Sage 300."

Easy implementation and rapid ROI

After requesting electronic invoice delivery from its vendors, Rodd Hotels was able to quickly implement Sage AP Automation with the help of the expert assistance and web-based training from solution's publisher. "We gave them our vendor list and other details and they configured the solution for us," says Lawlor-White. "We were up and running within two weeks."

The combination of Sage 300 and Sage AP Automation have transformed Rodd Hotels' accounts payable workflow, delivering time and money savings, plus a few benefits the company might not have anticipated.

Driving efficiency plus time and cost savings

Now, incoming vendor invoices are received, sorted, and coded by Sage AP Automation, which then triggers the approval workflow, where the individual department managers, the properties' general manager, and finally Rodd Hotels' accounts payable department each review and approve, correct, or reject each invoice. "The managers receive a notification that they have invoices to review, and they simply log in to Sage AP Automation where they can see and approve the invoices that relate to their properties," explains Lawlor-White.

Once an invoice receives final approval, Sage AP Automation exports the data to Sage 300, creating invoices in the Accounts Payable module that may be processed and paid like any other invoice.

"We are realizing significant time savings," says Lawlor-White. "We've removed a major workload from our property managers, so they can focus more time on our guests and our staff."

Accuracy has also improved, as fewer hands enter and re-enter the data. Lawlor-White notes that implementing Sage AP Automation has also sped the preparation for the company's year-end audit. "The invoices are all electronically coded, easily searchable, and Sage AP Automation stores an audit trail so we can trace the history and approvals of every invoice."

Similarly, month end processing got a boost from the implementation of Sage AP Automation. "We can start right away now, without waiting to get every last invoice entered," Lawlor-White says.

Improving cash flow

Previously, the company ran accounts payable cheques only once per month, partly due to the lag time required to hand enter thousands of invoices. Now, Rodd Hotels performs accounts payable cheque processing twice a month, which enables it to take full advantage of early- and prompt-pay discounts. "Since the invoices are visible to us in Sage AP Automation throughout the month, we have insight into our payable process that we did not have before," explains Lawlor-White. "At any time during the month we know what's pending which helps us plan and optimize our cash flow."

The efficiencies gained are delivering benefits Rodd Hotels didn't foresee. "We've actually been able to get rid of filing cabinets that housed paper invoices, and aren't spending the staff time to file those invoices," she says. "The efficiency of electronic data records is far reaching and significant."

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Bobbi Lawlor-White, controller, Rodd Hotels