

Finance Coordinator Report
August 25, 2019

Compiled and sent regional financial data for state of the region report

Sent regional assessment notices with assistance from Jennifer Palus

Paid bills

Reviewed and signed various contracts for regional convention and regional meetings

Preparation of Form 990 tax return in process

Sent love gifts to International quartet competitors (***still need to do MNC and POKY...do we want to do now or at January meeting?***)

Prepared corrections to disbursement guide and sent to Jeanne for the regional website

Currently finalizing the budget for review