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Treasurer's Report *IEEE Region 3 ExCom Meeting 7/16/2018**

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1) SoutheastCon 2018 travel reimbursements:

- Please submit ASAP if you have not already. Instructions, travel policy, and form are here:

<http://ewh.ieee.org/reg/3/excom/meetings/excel-expenses.html>

- All travel reimbursements requests received to date have been paid. Working on reconciliation to determine if there are outliers.

2) Old unreimbursed expenses - If you have ANY that have not been submitted, get them in NOW!

3) Region 3 2017 audit – Internal audit by IEEE is complete, rated “satisfactory.”

4) Region 3 FinCom – 7/9/2018 call completed.

- “IEEE Travel & Expense Reimbursement Guidelines, February 2018” were reviewed and new wording for Region 3 travel policy discussed and approved. A copy of the proposed change is enclosed for consideration of the ExCom.

- SoutheastCon finances tracking spreadsheet has been created in response to audit note regarding conference reimbursement allocation

5) Region 3 2018 rebate was promised to be posted to our CB account last week but I am unable to confirm (due to CBRS changes) as of 7/15/2018.

6) Concentration Banking – 300000 and 300099 - The enclosed reports reflect all 2018 transactions on both accounts through 7/16/2018, reconciled through June 30,2018.

Ken

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Ken Pigg

IEEE Region 3 Treasurer


IEEE Eastern North Carolina Section Treasurer

IEEE SoutheastCon 2020 Conference Treasurer

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profile

5 attachments

-  **REGION 3 TRAVEL POLICY recommendation 2018-07-09 FinCom version.pdf**
16K
-  **IEEE R3 budget YTD 2018-07-16.pdf**
9K
-  **IEEE R3 CB 300000 reconciliation 2018-06.pdf**
6K
-  **IEEE R3 CB 300099 reconciliation 2018-06.pdf**
4K
-  **IEEE R3 transactions YTD 2018-07-16.pdf**
17K