

Treasurer's Report ***IEEE Region 3*** October 18 , 2021

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Sun 10/17/2021 6:59 PM

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To: Region 3 Committee, R3 ExCom, R3 SOSC

Subject: Region 3 Treasurer's Report

Date: 18 October 2021

Attached are the current budget reports for Region 3 and are current through today's date. Accounts are reconciled through September 30th.

Treasurer's report for October 2021:

Presentation of the R3 2021 Budget YTD

Planning for the Region 2022 budget is underway. The draft budget is attached to this report and it will be presented at the EXCom meeting. All Committee Chairs should consider their budgetary needs for their respective committees in 2022 and provide input during the discussion period. After all input is considered, a final draft will be presented at the November FINCom meeting and then voted on for approval at the November EXCom meeting.

NextGen Financials status: IEEE Staff are preparing templates for Geo Units to assist in categorizing (tagging) Geo Unit YTD transactions. Rather than waiting for the templates, Treasurers may log into NextGen and categorize their previous transactions online. If you are a unit Chair, Vice Chair or Treasurer, you should have received email notice from IEEE MGA regarding the financial close out process for 2021 which moves up the close date to early January from late February. Please refer to that notice and adhere to the steps outlined in the memo. Let me know if you did not receive the email or if you have any questions.

Transfer of the R3 Conference Reserve Funds account (\$105,595) to the R3 Long Term Investment account was completed on September 15th.

Annual reporting of the Conflict of Interest form for all unit Chairs, Vice Chairs and Treasurers is currently underway. The PoBC/COI form can be completed using the link below:

<https://www.ieee.org/about/compliance/conflict-of-interest/coiandpob.html>

1. Under section 1. Of the form, select “Operations Audit” from the drop down menu
2. Respond to each question.
3. Enter the required information at the end of the form.
4. Submit the form.

The October FINCom meeting was held on Monday, October 11th with the following agenda and discussion:

Review of 2021 R3 Budget YTD

NextGen Financials status

Update on SECon 2022 Logistics and Budget

2022 Draft Budget Presentation and Discussion

Discussion items from September 11 committee planning meeting

 Operations Manual Updates

Old Business

New Business

Action Items

 Action on funds balance in main R3 CB account. Transfer Conference reserve funds (COMPLETED!) plus any excess funds (Feb balance in excess of \$250K) in main account to R3 L/T investment account

 Investigate capability of NextGen to export data to Quicken

Please contact me with any questions.

Respectfully submitted,

John Balsam

IEEE Region 3 Treasurer