



## PENNSYLVANIA SPEECH-LANGUAGE-HEARING ASSOCIATION

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### **Annual Report Treasurer June 2017**

#### **ACTIVITIES**

- Participated in Executive Board meetings
- Responded to emails and calls from business office and other board members
- Worked with PSHA office and Executive Board members to prepare 2016-2017 budget
- Participated in informational budget meetings with new Executive Board members
- Monitored spending from approved budget
- Signed and dispersed checks
- Reviewed and signed PSHA tax return
- Provided financial report to PSHA membership at annual convention
- Provided feedback regarding budget items to Executive Board members
- Work with PSHA office to prepare 2017-2018 budget

#### **PLANS**

- Continue to work with Executive Board and PSHA office regarding budget items
- Continue to monitor spending
- Present proposed 2017-2018 budget to Executive Board for approval

Respectfully submitted,

Nancy Carlino