



AGENDA

Regional Business Meeting – Annual Meeting Tuesday, October 24th -12:15 P.M. Century Ballroom

- I. Welcome and Introductions**Jennifer Husmo, Chair
- II. Review and Approval of Minutes**Marilyn Bobbitt, Secretary
From Region V Business Meeting, August 2023
- III. Review and Accept Region V Financial Report**Susan Hurley, Treasurer
- IV. Regional Committee Reports**
 - a. Volunteer Committee**Nicole Babilya
 - b. Publications and Communications Committee**Marilyn Bobbitt
 - c. Membership and Hospitality Committee**Marilyn Bobbitt
 - d. Awards/Travel Scholarship Committee**Tribbie Grimm
 - e. Nominations Committee**Tribbie Grimm
 - f. Mustang Mentoring Program Committee**Robyn Remotigue
- V. National Committee Reports**
 - a. Education Scholarship Fund**Thomas Spencer
 - b. Report from the Board of Directors**..... Thomas Spencer
 - c. Nominating and Leadership Development Committee (NLDC)**Thomas Spencer
 - d. Select Committee on Diversity, Equity, and Inclusion (SCDEI)**.....Mona Bisase
- VI. Future Region V Meetings**..... Sheleza Mohamed
- VII. Other Business.**
 - a. Recognition of Outgoing Officers**Jennifer Husmo
 - b. Door Prizes**Sheleza Mohamed
 - c. Closing Remarks**.....Jennifer Husmo



AGENDA

Regional Business Meeting – Annual Meeting Monday, August 7, 2023 – 2:45 PM Lincoln West, Concourse Level

The Regional Business Meeting of NCURA Region V was held at the NCURA Annual Meeting in Washington, D.C. on Monday, August 7, 2023. The meeting was called to order by Jennifer Husmo at 2:48 PM.

Welcome and Introductions. Chair Jennifer Husmo welcomed everyone and introduced the current officers and executive committee members in attendance.

Review and Approval of Minutes. Secretary Marilyn Bobbitt presented the minutes from the Region V Meeting that was held in-person in Sugar Land, Texas in November 2022. Motion by Robyn Remotigue to accept minutes as presented. Seconded by Liz Kogan. The minutes from the August 8, 2022 Regional Business Meeting were accepted as presented.

Review and Accept Region V Financial Report. Treasurer Susan Hurley presented the region's financial report reflecting 2022 and the first six months of 2023 (please see attached).

- Region V hosted our annual regional meeting in Sugar Land, TX, and it was very successful. The region had a total revenue of \$ 131,713.38 with expenses totaling \$107,823.53 for a net income of \$23,044.85. The net income was due to some very hard work from our sponsorship committee. They raised \$29,000 in sponsorships for the Region, and we had over 250 attendees at our Region V annual meeting.
- For the first six months of 2023, the total income was \$4,172.50 and total expenses were \$5,917.37 or a net loss of \$\$ (1,744.87). This is typical when an annual meeting is not held until the latter part of the year. Revenue will not be generated until fall 2023 when the region hosts its annual meeting in Oklahoma City, Oklahoma. Note the total expenses will not match actual income on the expenditure statement until refunds and meeting credit card fees and reimbursements are subtracted.
- A final report for 2023 will be submitted to NCURA National by January 31, 2024.
- One new initiative that has been approved is to open 2 new accounts for the region. We will be moving \$25,000 to a CD and \$50,000 to a performance savings account. Each of these new accounts have an interest rate of over 4% so our money will be working for us.

Susan also offered a personal note: "It has been a pleasure serving on the NCURA Region V Board for the past two years. I am thankful for the opportunity to serve the Region and look forward to a successful meeting in October and seeing you all in Oklahoma City."

Regional Committee Reports.

1. Volunteer Committee – Nicole Babillya, Volunteer Coordinator

- a. Nicole thanked all of the volunteers and reported that 45 attendees signed up and filled over 100 volunteer slots at the Fall 2022 Regional Meeting, and 16 attendees filled 20 volunteer slots for the AM65 Connect Table.
- b. Nicole also announced upcoming opportunities for anyone that is interested in volunteering with the Region:
 - i. We will be reaching out for volunteers for the Distinguished Service Award Committee

- ii. Volunteers are also needed for the upcoming Regional Meeting in Oklahoma City, Oklahoma from October 22 – 25, 2023
 - a. Registration table – sign in attendees; pass out name badges and swag
 - b. Moderators – welcome attendees to sessions; encourage attendees to complete session evaluations; etc.
 - c. Business Meeting – welcome attendees; pass out raffle tickets and door prizes; etc.
 - d. Additional activities
 - c. Lastly, Nicole reminded attendees that they can share their interests for volunteering via the SmartSheet option, and these forms can also be updated at any time.
- 2. Publications and Communications Committee – Marilyn Bobbitt**
- a. Marilyn reported that the Publications and Communications Committee has been incredibly busy over the last year, with the biggest initiative being a complete overhaul of the Region V website. She thanked the webmasters for their incredible work and encouraged everyone in attendance to visit the overall site as well as the new Fall meeting page.
 - b. Marilyn also thanked everyone on the Publications and Communications Committee for their work in increasing our social media presence, and reminded attendees that we are continuously working on our Facebook, Instagram and LinkedIn accounts.
 - c. Lastly, Marilyn mentioned that the Committee would be posting a link to the Photo Circle app so that everyone could share their photos from the Annual Meeting to be used in social media postings and on the website.
- 3. Membership and Hospitality Committee – Marilyn Bobbitt**
- a. Marilyn reported that our Membership and Hospitality Committee has been working hard on getting our new member sessions organized and welcoming all of our new members to Region V.
 - b. Marilyn also thanked the Committee for all their time and efforts on new initiatives, and for always being willing to take on challenges from the officer team.
 - c. Lastly, Marilyn recognized the Committee’s work on dinner groups and NetZone collaboration with Region VIII.
- 4. Awards/Travel Scholarship Committee – Tribbie Grimm, Immediate Past Chair**
- a. Immediate Past Chair Tribbie Grimm reported that she serves as the Chair for several committees and gave a brief update on each.
 - i. Nomination for the 2024 Executive Committee closed on August 2nd, and we are excited to have a great slate of candidates. Their statements will be posted on the Regional website this week and voting will open on Tuesday, August 15th. Thank you to those who served on this committee:
 - a. LaTonya Beavers – Baylor College of Medicine
 - b. Alicia Brossette – University of North Texas at Dallas
 - c. Beth Cammarn – University of Texas Medical Branch
 - d. Jonathan Myers – Oklahoma State University Center for Health Sciences
 - e. Denni Swepston – Baylor University
 - ii. The 2024 Meeting Site Selection Committee includes:
 - a. Liz Garcia – University of Texas at San Antonio
 - b. Diane Hatton – Rice University
 - c. Vanessa Lopez – University of Texas at Austin
 - d. Carmen Osier – Texas A&M University, Corpus Christi
 - iii. The National Travel Award was named after Joan Howeth in 2011. As a member of NCURA since 1995, she has moderated and presented sessions at the Regional meeting, worked as a registration volunteer at the National meeting and has served as the Region V Representative to the National Membership Committee for two years. She has served as the Hospitality Chair for two years at the Regional and National Meeting, and on the Regional Financial Committee for one year. She is currently serving on the National Select Committee on Communications and Member Services (COM Committee), plus on a national taskforce for Institutional Profit. More than anything, she was the person who always tried to get everyone involved and is the reason so many others have held leadership roles because she would drag anyone and everyone into the business of the Region. She was always around and made sure that everyone felt

welcome and connected. Since she was the reason so many of us got involved in NCURA, it was right that her name was attached to the new travel award for Region V. She was awarded the Region V Distinguished Service Award in 2005; and she also served as Chair-Elect, Chair and Immediate Past Chair in 2001, 2002 and 2003, respectively.

The Joan Howeth National Travel Award was awarded to Kristen Scheer, the Director of Pre-Award Services at University of Tulsa in Oklahoma. I would like to thank the Travel Awards Committee:

- a. Jui Vitthal Kharade – University of Texas Rio Grande Valley
 - b. Danielle Spencer (2022 Travel Award Winner) – Angelo State University
 - c. Monica Swift – Texas State University
 - d. Charmaine Wilson – University of Texas Health Science Center
- iv. We expect to open nominations on August 22nd for the Regional Travel Awards. This year we are pleased to offer the Quinten S. Mathews, Experienced Member, and Mustang Mentoring Program graduate awards. Keep an eye out for those nomination announcements.
- v. Recruiting for our Distinguished Service Award Committee will begin in late August. If you are interested in serving or getting more information on serving on this committee, please reach out to Tribbie Grimm.

5. Mustang Mentoring Program Committee – Robyn Remotigue

- a. Robyn shared that the Mustang Mentoring Program (MMP) is adapted from the NCURA Leadership Development Institute (LDI) and is designed to create a leadership pipeline of individuals to serve at the regional level while providing educational and professional development for the mentee. The program pairs mentors and mentees based on areas of common interest and expertise. The overall approach is to increase volunteer involvement and participation from NCURA Region V members.
- b. This year the MMP will graduate its third cohort. The members will present their leadership projects at the Regional meeting in Oklahoma City.
- c. Robyn introduced the 2023 Cohort:
 - i. Cristy Garza – University of Texas Rio Grande Valley
 - a. Mentor: Jaime Maiden – University of Texas Southwestern Medical Center
 - ii. Courtney Hoover – Midwestern State University
 - a. Mentor: Amanda Lindeman – Texas A&M University
 - iii. Denell Orellana – Texas A&M University
 - a. Mentor: Jennifer Cahn – University of Texas Rio Grande Valley
 - iv. Haley Perko-Salinas – University of Texas at Austin
 - a. Mentor: LeAnn Forsberg – Texas Christian University
 - v. Sarah Romak – University of North Texas
 - a. Mentor: Dawn Underwood – Oklahoma State University Center for Health Sciences
- d. Robyn also recognized members of the Mustang Mentoring Program Committee:
 - i. Elizabeth Garcia – University of Texas Health Science Center at San Antonio
 - ii. Sunny Thompson – University of Notre Dame
 - iii. Courtney Swaney – Attain Partners
 - iv. Katherine Kissmann – Texas A&M University
 - v. Cheryl Anderson – University of Texas Southwestern Medical Center
- e. Robyn told attendees to stay tuned – after the Annual meeting there will be an eblast for applications to the 2024 Cohort of the Mustang Mentoring Program, which will begin in January. There will also be an eblast in September for applications to the Mustang Mentoring Program Committee.

National Committee Reports.

6. Education Scholarship Fund – Thomas Spencer

- a. Thomas reported that the Education Scholarship Fund was established in 2013 with a gift from Past President Jerry Fife. This fund provides scholarship opportunities to members who are pursuing a Master's degree in Research Administration.
- b. The NCURA Scholarship Fund Committee encourages all regions to participate in this important endeavor. The committee has a table near registration where you can pledge a donation, or purchase a raffle ticket for prizes including a two-night stay at the Hilton Hawaiian village, free FRA & PRA registration, a \$500 Delta Airline gift card and more.

7. Report from the Board of Directors – Thomas Spencer

- a. Thomas presented general NCURA updates from the National Office:
 - i. FRA/PRA 2024
 - a. Next year, FRA/PRA conferences will be in Honolulu, Hawaii. FRA is March 18-19, workshops are on March 20th followed by PRA on March 21-22. The submission deadline for submitting proposals is August 16th. The program committees are hard at work to plan a fabulous meeting with great sessions!
 - ii. NCURA App
 - a. Reminder that the new NCURA App is fully functional and ready to use. Upon downloading the app, you will be met with an engaging interface that provides information about NCURA's education programs, news articles, YouTube Tuesday videos, collaboration opportunities, its career center, and other great resources. It is also a great way to message people you meet here at the meeting. You are encouraged to download the app if you have not already!
- b. Thomas reported that a Regional Officer's symposium was held in June, and was an opportunity to bring officers from each region and the Executive Committee to share and learn from each other – each region is encouraged to discuss how they found this symposium at their business meetings. Information about the symposium is also included in the August NCURA magazine.
- c. Lastly, Thomas reported that NCURA's Young Professional's Program now has 900 of our members participating. The focus of this program is to provide specialized professional development designed for the next generation.

8. Nominating and Leadership Development Committee (NLDC) – Thomas Spencer

- a. Thomas reported that the Nominating and Leadership Development Committee are charged with identifying, training, promoting, and rewarding the future and current leaders of NCURA. The update for this Committee is as follows:
 - i. They have reviewed all nominations packets for the following positions and put forth nominations to the Executive Board:
 - a. Vice President
 - b. Treasurer-Elect
 - c. Secretary
 - d. At-Large Member of the Board of Directors
 - ii. They have started discussions on how future applications can be amended and reviewed for 2024.
 - iii. They facilitated the selection of the 2023 NCURA Awards for Outstanding Achievement Award, Distinguished Service Awards and the Catherine Taylor-Core Minority Travel Award.
 - iv. They also facilitated the selection of the 2023 Distinguished Education Designations for NCURA Board approval.
 - v. And they created a working group to review the process of nominating and reviewing nominations for the Distinguished Education Designations.
- b. A special thanks to Amanda Lindeman, Associate Director of Proposal Services from Texas A&M University, who was unable to join us at the Annual meeting, but provided the NLDC update.

9. Select Committee on Diversity, Equity, and Inclusion (SCDEI) – Mona Bisase

- a. Mona reported that the SCDEI has created the following five subcommittees that allow for our overall goals and charges to be completed simultaneously, thus allowing for substantially more output from the SCDEI:

- i. **Presidential Charge Committee** will be responsible for working with the Chair/Chair-Elect to meet the presidential charge set by the NCURA President.
 - ii. **Acknowledgments Committee** will work with regional leadership to provide land and labor acknowledgment statements, per the guidance approved by the National Board.
 - iii. **Communications Committee** will be responsible for content creation and communicating DEI-related content and information via NCURA website, NCURA magazine, Collaborate, YouTube, and email blasts.
 - iv. **Education and Training Committee** will be responsible for putting together a series of DEI-related content and identifying speakers.
 - v. **Membership and Engagement Committee** will develop an ongoing process and rubric to identify research administrators at historically underserved colleges and universities to award NCURA memberships.
- b. Mona also reported that in the first seven months of this year, the SCDEI has been able to accomplish the following:
- i. Development of DE&I Webpage – everyone is encouraged to visit <https://www.ncura.edu/DEI.aspx>
 - ii. Land and Labor Acknowledgment statements have been introduced to all major NCURA events during 2023. We have developed a Land and Labor Acknowledgment template for the Regions to use for their regional meetings, along with examples (per region) and resources from other universities, on the DEI webpage under Acknowledgement Statements.
 - iii. DEI Webinar Series – The SCDEI is continuing our DEI Webinar Series to promote awareness and education for inclusive practices in the workplace. We encourage you all to visit the following webinars on the DEI page:
 - a. *How to Implement Inclusive Practices in Higher Education (Land and Labor Acknowledgments)*;
 - b. *Women in Research Administration Leadership Panel*; and
 - c. *Embracing Neurodiversity in the Workplace*.
 - iv. DEI NCURA Magazine Articles – The NCURA magazine is published six times a year, and each issue has an inclusion article that speaks to DEI topics and research administration. These articles can also be found on the DEI website.
 - v. SCDEI and PDC worked together to assess ALL NCURA evaluations to identify the non-inclusive or biased language.
- c. Major Initiatives in Progress
- i. Establishing DEI committees and governance within each region.
 - ii. Requesting all national and regional committees develop selection criteria and rubrics for all officers, committee members and award nominations.
 - iii. Developing a process to grant research administrators from historically underserved colleges and universities to award NCURA membership.
 - iv. Enhancing the DEI webpage with future updates to include the following:
 - a. DEI Calendar
 - b. Glossary of DEI Terms and Acronyms
 - c. Suggested Readings
 - d. Ways to Activate your Activism
 - v. Upcoming webinars:
 - a. *Using Inclusive and Affirming Language in Higher Education (9/14/2023)*
 - b. *Belonging*
 - vi. Collaborate Agreement

Future Region V Meetings.

10. Fall Meeting 2023 – Jennifer Husmo

- a. Jennifer reported that this year's meeting will be held in Oklahoma City, Oklahoma at the Sheraton Oklahoma City Downtown Hotel. The meeting will take place October 22-25 (Sunday through Wednesday).

- b. The Region will be offering workshops on both Sunday and Wednesday, with presenters coming from different types of institutions and bringing diverse perspectives and insight to address the topics from every possible angle.
 - c. Sunday's workshops (October 22) will include four options, including a full-day workshop and an opportunity to create a full-day workshop by registering for morning session #1 or #2, and registering for afternoon session #3:
 - i. *Pre-Award Primer – It All Starts Here!* (morning)
 - ii. *Introduction to Research Administration* (morning)
 - iii. *Intro to Post-Award: An Overview of the Sponsored Project Lifecycle & Award Management* (afternoon)
 - iv. *Department Post-Award Perspective* (full day)
 - d. Wednesday's workshops (October 25) will include three morning options:
 - i. *Managers in the Middle: Tips for Building and Maintaining Strong and Effective Teams in Remote or Hybrid Environments*
 - ii. *Clinical Trails Workshop 101*
 - iii. *Establishing your Research Security Program*
 - e. Registration fees for half-day workshops will be \$75/each; a full-day workshop will be \$150.
 - f. Early bird registration deadline is Friday, September 15, 2023
 - g. Final registration deadline is Friday, October 13, 2023
 - h. We are currently in search of a Keynote Speaker – please let us know if you have any suggestions. If we are unable to find one, we will move towards filling that assigned time with alternative programming such as Hot Topics or other discussion groups meaningful for our members.
 - i. Our Program Committee has begun work on the conference, and you should have received an eblast last week regarding the Education Committee. If you have any interest of have ever thought about serving as a presenter for a Region V Meeting, we encourage you to reach out. Keep in mind your experience level as a presenter does not matter – we happily welcome anyone interested in presenting individually or as a team. We will also help you identify a partner or team if you would like.
 - i. We are particularly interested in presenters with backgrounds in Compliance, Pre-Award and Post-Award.
 - ii. Please reach out to Lizette Gonzales if you would like to serve as a presenter.
 - j. The hotel is \$149 (+taxes)/night. There is a link provided in the last eblast that was sent out. Please reserve your hotel rooms by September 25.
- 11. Fall Meeting 2024 – Sheleza Mohamed, Chair-Elect**
- a. Sheleza reported that the 2024 Fall Meeting location will be in Texas, but a specific city has yet to be determined by the Site Selection Committee.
 - b. The theme for the 2024 Fall meeting will be “Stand in Your Light”.

Other Business.

12. Recognition of Outgoing Officers

- a. Jennifer recognized Tribbie Grimm, Immediate Past Chair; Laura Rosales, At Large Member; and Mona Bisase, Region V Member on the Select Committee on Diversity and Inclusion for their service to the Region.
- b. Jennifer also recognized Debbie Newton and Marianne Woods for their service to the Region, as they are retiring this year.

13. Door Prizes – Tribbie Grimm

- a. Lanyard (\$25 Amazon Gift Card) – Deborah Price, University of Texas Southwestern
- b. Attendance (Region V Meeting Registration) – Chadley Copeland, Texas Tech Health Science Center
- c. Attendance (Region V ½ day Workshop Registration) – Madhushree Munsli, University of Texas at Dallas

14. Closing Remarks

- a. Meeting adjourned at 3:40 PM.

**National Council of University Research Administrators
Statement of Activities
Region V
06/30/23**

Prepared By: Susan D. Hurley
Submitted: 07/31/2023

REVENUES	Actual YTD 2023	Approved Budget 2023	Previous YTD 2022	Notes
Regional Meetings				
Spring Meeting Registrations	\$ -	\$ -	\$ -	
Fall Meeting Registrations	\$ -	\$ 51,275.00	\$ 98,280.00	
Cancellation Fees	\$ -	\$ -	\$ -	
Event Guest payments	\$ -	\$ -	\$ -	
Traveling Workshops	\$ -	\$ -	\$ -	
Meeting Sponsorships / Vendor Support	\$ -	\$ 12,000.00	\$ 29,000.00	
RACC Reimbursement	\$ -	\$ -	\$ 891.38	
Joint Regional Meeting (Please list below, if any)				
Meeting Registrations	\$ -	\$ -	\$ -	
Sponsorship / Vendor Support	\$ -	\$ -	\$ -	
Pass Through To Other Region (Please note which region) - Negative Amount	\$ -	\$ -	\$ -	
Pass Through From Other Region (Region XX)	\$ -	\$ -	\$ -	
Regional Allocations to/from National				
Assistance Received from National Organization	\$ 4,097.50	\$ 2,750.00	\$ 3,542.00	2/1/2023-eDeposit from NCUA National for membership dues
Other	\$ -	\$ 500.00	\$ -	
Other Income:				
Promotional Sales	\$ -	\$ -	\$ -	
Misc. Other	\$ 75.00	\$ -	\$ -	American Express annual fee refund
Investment and Bank Interest				
Investment Portfolio gain/(loss) - Realized	\$ -	\$ -	\$ -	
Investment Portfolio gain/(loss) - Unrealized	\$ -	\$ -	\$ -	
Investment Interest/Dividends	\$ -	\$ -	\$ -	
Bank Interest	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 4,172.50	\$ 66,525.00	\$ 131,713.38	
Refunds (If any, please list below with descriptions)				
	\$ -	\$ -	\$ 845.00	
	\$ -	\$ -	\$ -	
TOTAL REFUND(S)	\$ -	\$ -	\$ 845.00	
TOTAL REVENUES (NET REFUNDS)	\$ 4,172.50	\$ 66,525.00	\$ 130,868.38	
EXPENSES				
Regional Meeting				
Supplies	\$ -	\$ 500.00	\$ 3,362.81	
Services (AV and other)	\$ -	\$ 10,800.00	\$ 16,470.24	
Postage	\$ -	\$ 25.00	\$ 87.91	
Printing	\$ -	\$ 500.00	\$ -	
Travel - Pre-meeting visit to hotel	\$ -	\$ 1,000.00	\$ 1,773.48	
Off Site Event (with F&B)	\$ -	\$ -	\$ -	
Keynote Speaker	\$ -	\$ 500.00	\$ -	
Hotel Arrangements	\$ 2,500.00	\$ 35,000.00	\$ 66,389.99	
Meeting App	\$ -	\$ 1,500.00	\$ -	
Credit Card Fees	\$ -	\$ 2,500.00	\$ 3,235.22	
Cancellation Fees	\$ -	\$ -	\$ -	
Poster Session	\$ -	\$ -	\$ -	
Insurance (cancellation)	\$ -	\$ -	\$ -	
Sponsorship Refunds	\$ -	\$ -	\$ -	
RACC Charge for CRA Review	\$ -	\$ -	\$ 891.38	
Joint Regional Meeting (Please list below):				
Credit Card Fees	\$ -	\$ -	\$ -	
Credit Card Fees Pass Through to Other Region (Negative Amount)	\$ -	\$ -	\$ -	
Program Committee Gifts	\$ -	\$ -	\$ -	
Vendor Tables	\$ -	\$ -	\$ -	
Miscellaneous	\$ -	\$ -	\$ -	
Meeting Expenses Pass Through to Other Region (Negative Amount)	\$ -	\$ -	\$ -	
Regional Allocations to/from National				
Payment to National Organization	\$ -	\$ -	\$ -	
Regional Committee Operating:				
Board Meetings	\$ -	\$ -	\$ -	
Regional Leadership Conference	\$ -	\$ -	\$ -	
Awards Committee	\$ -	\$ -	\$ -	
Deposit for Future Hotel Site	\$ -	\$ 3,000.00	\$ 2,500.00	
Swag for Future Meeting - distributed at meeting 1 year prior to event	\$ -	\$ 300.00	\$ 318.00	
Communication Committee	\$ -	\$ -	\$ -	
Membership Committee	\$ -	\$ -	\$ -	
Professional Development Committee	\$ -	\$ -	\$ -	
Mustang Mentoring Committee	\$ -	\$ 1,500.00	\$ 146.01	
Program Committee	\$ -	\$ -	\$ -	
Sales & Promotion Committee	\$ -	\$ -	\$ -	
Travel - Regional Meeting Site ID (aka Site Selection Committee)	\$ -	\$ 2,055.00	\$ 1,703.80	
Officers (Leadership Committee)	\$ -	\$ -	\$ -	
Advisory Committee	\$ -	\$ -	\$ -	
Officers - attend Regional Meeting	\$ -	\$ -	\$ -	
Officers - attend National Retreat	\$ 2,800.61	\$ -	\$ -	Requested reimbursement from national
Officers - attend Regional Retreat	\$ -	\$ 2,000.00	\$ -	
Annual Meeting Expenses:				
Hotel Arrangements (Hospitality Suite)	\$ -	\$ 750.00	\$ 1,951.96	
Printing	\$ -	\$ -	\$ -	
Supplies	\$ -	\$ -	\$ -	
	\$ -	\$ 75.00	\$ 161.63	
Awards:				
Travel Awards	\$ -	\$ -	\$ -	
Regional Travel Awards (\$1000/award)	\$ -	\$ 2,000.00	\$ 2,775.70	
Regional Experienced Travel Scholarship (\$500/award)	\$ -	\$ 500.00	\$ 500.00	
National Travel Awards (\$1,500/award)	\$ -	\$ 1,500.00	\$ 3,000.00	
Other Regional Awards (DSA, Chair Recognition)	\$ -	\$ 75.00	\$ 131.50	

Other Expenses:				
Technology related costs (Zoom/web domain, Smartsheets, Norton AntiVirus, etc.)	\$ 227.51	\$ 250.00	\$ 388.44	Elementor Website Software , Norton renewal, Bluehost renewal and smartsheet renewal
Misc. Website Domain (Bluehost) & maintenance	\$ -	\$ -	\$ -	
American Express Credit Card annual membership fee	\$ 143.75	\$ 75.00	\$ 75.00	\$75 refunded and pro-rted amount for new card is \$68.75
Postage and Shipping	\$ -	\$ 20.00	\$ -	
Supplies General (i.e. computer, software, lanyard, etc.)	\$ -	\$ 100.00	\$ 1,960.46	
Promotional Sales Merchandise:	\$ -	\$ -	\$ -	
Education and Scholarship Fund (25% of shirt sales)	\$ -	\$ -	\$ -	
Mistaken ACH paid to National	\$ -	\$ -	\$ -	
Mistaken ACH paid to Region II	\$ -	\$ -	\$ -	
Gifts for Departing Board / Committee Chairs	\$ -	\$ -	\$ -	
Accounting Software	\$ -	\$ -	\$ -	
Other	\$ 245.50	\$ -	\$ -	Card for M. Bobbitt, Region V checks
Special Initiatives (Please note)				
Services (Please note)	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
TOTAL EXPENSES	\$ 5,917.37	\$ 66,525.00	\$ 107,823.53	
NET INCOME	\$ (1,744.87)	\$ -	\$ 23,044.85	