Treasurer’s Report for the April 2019 Meeting

This Treasurer’s report is posted on our Detroit Links website along with our Chapter’s Detail Report, Program Budget Report, and Operation Budget Report. Also on the website is the Metro Detroit STEAMM Detail Report.

**Internal Audit Committee**

Here’s your chance for Service Hours! We need volunteers to be on the Audit Committee to do our Chapter’s Internal Audit. We are lucky to already have a chair – Link Tiffany Gunter has volunteered to chair again this year. I’ll have records ready by June 1st. The Internal Audit should be completed by July 1st so they can be sent out to our External CPA for a Review.

**Reimbursement Forms**

Thank you everyone for getting your reimbursement forms in to me. The end of our Fiscal year (April 30th) is fast approaching and I need all reimbursement forms turned into me by the April meeting – this meeting - so the expenses can go on this year’s budget. This includes the Registration and transportation for our Delegates to the Central Area Conference.

I’d like to make this process as easy as possible for everyone to get reimbursed. You can find blank reimbursement forms on the Detroit Link website in the Miscellaneous Section - the last section - and listed as ‘Links Chapter Reimbursement’. I also need the original receipt or original invoice with your reimbursement form. Please be sure to include who I make the check out to and where I mail the check on the reimbursement form. I can help you fill out the form if you have questions. I also have extra printed reimbursement forms with me at every meeting.

**Dues**

Thank you to everyone who got their dues in! For those of you who did not get your dues in yet, a $50 late fee is due which brings dues to $675. Please, please, please, please remit to Link Iris in time for her to get them to me, for me to deposit them, for me to enter them in the system, and for Link Denise to approve them in the system before the May 1st deadline. If all these steps don’t happen by May 1st, National will remove you from the system, and you will no longer be a Link.

Carol Garibaldi, Treasurer, Detroit Chapter