



Northeast Region Construction Specifications Institute BOARD REPORT

DATE: September 16, 2017
TO: Northeast Region Board of Directors
FROM: Rebecca Campbell, Northeast Region Treasurer
SUBJECT: Report of the Treasurer

A. Report Summary

1. The treasurer presents the current balance sheet.
2. Information has been given to the accountant for FY2017 taxes.
3. Insurance has been renewed.
4. The FY 2018 budget has been updated to reflect the budget approved at the last board meeting.

B. The Report

1. **Summary of activities since last report:**
 - a. Reconciled Region accounts through July 31, 2017.
 - b. Attended summer ExComm meeting.
 - c. Attended summer virtual board meeting.
2. **Status of current programs:**
 - a. Audit is in progress and may be complete prior to board meeting.
 - b. Investment – Rebecca to set up online access to Citizens Investment Services account.
3. **Schedule of activities prior to next Board Meeting:**
 - a. Chapter assessment invoices to be sent out, unless we determine at winter virtual meeting that they will not be sent.
 - b. Continue to pay expenses and reconcile accounts.

Respectfully submitted;
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END OF REPORT