

Melissa O'Brien, Grand Treasurer
July 2022
Convention Report

Job Description

- Lead discussion/provide direction for the biennial budget and any subsequent revision
- Provide oversight for fraternity income and expenses, working in collaboration with Headquarters (HQ) staff
- Monitor budgeted and unbudgeted expenditures for compliance with the approved budget
- Assist with discovery of new sources of revenue generation
- Coordinate all financial transactions of the Fraternity during recognized events
- Monitor fraternity financial reports for accuracy and make available to board members in a timely manner
- Present financial reports to fraternity membership through appropriate means
- Work with Headquarters staff to ensure compliance with all relevant legal and regulatory requirements and ethical standards

Progress to date and timeline for activities

- The FY2023 budget has been reviewed and [tentatively] approved by Grand Council. There is a proposal for a \$35 annual dues increase that will need to be reviewed and voted on by the membership at convention. Please see **2022-2023 Budget Discussion** overview document (next page) for more information.
- 2020-2021 taxes filed
- Unfortunately, the financial audit that was planned for this past year was not completed due to staffing limitations from the accounting firm. Due to inability to meet Fraternity needs, a new accounting firm has been identified. With HQ's partnership, Fraternity financial audit will proceed with incoming Grand Treasurer, Stephanie Mrozek.
- Evaluated financial support for collegiate chapter regalia and new association management system for the membership
- Evaluated financial feasibility of photographer and videographer at convention. Finished product to include recruitment highlight video for membership to utilize at local level for recruitment.