

ALA Arizona, its Spring! And just a quick reminder that Department Convention is just around the corner in June.

Per Policies and Procedures page 25, "Unit Related Finance Policies", you are reminded that Mandates are to be paid no later than 30 days prior to Department Convention, and if not paid your Unit will lose voting privileges at Department Convention.

The following Units owe mandates as of February 15, 2024:

1,3,5,8,9,16,19,22,30,37,40,46,57,61,78,84,88,90,97,103,114,125,130,141

Please make arrangements to meet Financial Obligations as soon as possible.

Here's some quick items to help Treasurers:

Your Unit is incorporated as a 501(c)(19) – Veterans Organization classification for tax exempt purposes .

Work on next year budgets. Review yearly expenditures and be sure to allow for price increases. When reviewing your budget visit your filing system. Have you outgrown an old system? Is it time to scan receipts, checks, invoices and set up on a thumb drive?

Remember the all-important Record Retention Policy:

Accounts Receivables/Payable, Budgets,

Internal Audits, Check Registers

- 7 years plus the current year

Bank Statement/Reconciliations

-10 years plus the current year

Please any questions or comments, please feel free to ask.

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Penny Maklary, Member, 520-364-5038, ahhpenny@aol.com

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Members by Virtue of Office: Rose Ficklin, President, Barbara White, NEC, Barbara Matteson, Sec/Tres. (no vote)