



**Western Association of Educational Opportunity Personnel
Treasurer Report
2018 – 2019
September 29, 2018 Chapter Meeting**

Name:	
Position:	Elizabeth Morales
Committees to Oversee:	
Committee Chairs/Co-Chairs:	
Position Description: Maintains accurate and ethical records of all financial transactions of the Chapter.	
Key Responsibilities: Make deposits and payments in a timely manner as prescribed in treasure duties.	

Goals & Priorities
2018-2019 Goals & Priorities: To update quick books on a monthly basis. Submit monthly reconciliation reports, request for payments to WESTOP regional treasurer. Record payments for C-Vent as checks are received.

Updates
<p>ACCOUNT ACTIVITIES</p> <p><u>Checking Account Deposits</u></p> <p>TOTAL DEPOSITS \$0.00</p> <p><u>Outstanding checks</u></p> <p>Check #2212 Travel expense for A. Martin-\$115.54 Check #2216 SLC scholarship for C. Juarez-\$500.00 Check #2217 SLC scholarship for L. Aguas-\$500.00 Check #2218 SLC scholarship for Erika Gaxiola-\$500.00</p>



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Checking Account Expenses	
6-06 – BKCP – Pasadena Promos, board & council tank you gifts	\$385.99
6-07 – Check #2209 – Los Remedios Steak House, chapter meeting	\$459.00
7-02 – Check #2214 – June chapter meeting travel claim, D. Hernandez	\$110.16
7-05 – Check # 2213 – June chapter meeting travel claim, E. Amezola	\$107.03
9-06 – BKCP –Stonefire Pizza Grill, board & service council retreat	\$93.49
9-12 – BKCP – UCLA 50% deposit for PD Academy May 2019	\$2,500.00
9-17 – BKCP – Hyatt Regency 30% deposit for PDS venue 2018	\$2,700.00
9-18 – Overdraft protection Xfer	\$273.84
9-18 – Overdraft transfer fee Seminar reg. Legislation Chair	\$12.50
9-19 – Online transfer from savings	\$1,000.00
9-20 – Airfare to COE Leadership Inst. for president elect A. Alvarez	\$466.59
Total Expenses	\$8,108.70

Recommendations

None

Action Items

None

Respectfully submitted,

Elizabeth Morales

Southern California Chapter

