ACTIVITIES

- Participated in Executive Board meetings and Leadership Team calls
- Responded to emails and calls from business office and other board members
- Worked with PSHA office and Executive Board members to prepare 2019-2020 budget
- Monitored spending from approved budget
- Signed and dispersed checks
- Reviewed and signed PSHA tax return
- Provided financial report to PSHA membership at annual convention
- Provided feedback regarding budget items to Executive Board members
- Represented PSHA at SWPSHA Town Hall meetings in October 2018 and April 2019
- Participated in preparing and submitting ASHA Student Advocacy grant (not funded) and ASHA State Association grant (funded in the amount of $5000)

PLANS

- Continue to work with Executive Board and PSHA office regarding budget items
- Continue to monitor spending
- Work with PSHA office to prepare 2019-2020 budget

Respectfully submitted,
Nancy Carlino