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## **FINANCIAL MANAGEMENT MEETING**

**Agenda- February 12<sup>th</sup>, 2013  
21 N. Park St., Rooms 1106& 1108  
9:30am to 11:30am**

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|-----------------|--|---|
| <b>9:30 am</b>  | <b>Welcome, Introductions &amp;<br/>Business Services Updates</b>  | <b>Martha Kerner</b>  |
| <b>10:00 am</b> | <b>Accounting Updates</b>  |   |
|                 | <ul style="list-style-type: none"><li>• <b>Staffing Updates</b></li><li>• <b>Year End Letter and Calendar</b></li><li>• <b>Travel &amp; Card</b></li><li>• <b>SFS Upgrade</b></li><li>• <b>Other</b></li></ul> | <b>Dan Langer<br/>Susie Maloney<br/>Yvonne Quamme<br/>Kerry Morgan<br/>Dan Langer</b> |
| <b>10:30 am</b> | <b>Purchasing Updates</b>  |   |
|                 | <ul style="list-style-type: none"><li>• <b>Shop@UW Update</b></li><li>• <b>PAT Tool</b></li><li>• <b>Computer Bundles</b></li></ul>  | <b>Mike Matschull<br/>Mike Marean<br/>Lori Voss</b>                                   |
| <b>11:00 am</b> | <b>Q&amp;A</b>   |   |
| <b>11:30 am</b> | <b>Adjourn</b>   |   |

### **Future Meeting Dates**

**All 2013 meetings will be held at 21 N. Park St. in Rooms 1106 & 1108**

**9:30 AM - 11:30 AM**

**April 9, 2013**

**June 11, 2013**

**August 13, 2013\***

**October 8, 2013**

**December 10, 2013**

**\*The August meeting will be held at Grainger Hall.**