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## FINANCIAL MANAGEMENT MEETING

Agenda-April 9th, 2013

21 N. Park St., Rooms 1106& 1108

9:30am to 11:30am

9:30 am	Welcome & Introductions	Dan Langer
9:40 am	Accounting Updates	
	• Travel	
	○ Southwest Offer	Dan Langer
	○ RFP Update	Meghann Suchomel
	○ Guided Entry Tool Update	Stefanie Merucci
	• Year-End Letter Planning Schedule	Susie Maloney
	• Summer Service Encumbrances	Susie Maloney
	• Cash Management	Sharon Hughes
	○ Unclaimed Checks	
	○ Check Scanning	
	• SFS Upgrade	Kerry Morgan
	○ General	
	○ e-Reimbursement	
	• Other	Dan Langer
10:30 am	Purchasing Updates	
	• Shop@UW Update & Feedback	Mike Hardiman
	• Other	Purchasing Staff
11:00 am	Q&A	
11:30 am	Adjourn	

### Future Meeting Dates

Financial Management Meetings will be held at 21 N. Park St. in Rooms 1106 & 1108 (except August)  
9:30-11:30AM

June 11, 2013

August 13, 2013\*

October 8, 2013

December 10, 2013

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