



FINANCIAL MANAGEMENT MEETING

Agenda

June 11, 2013

21 N. Park St., Rooms 1106 & 1108

9:30am to 11:30am

9:30 am	Welcome and Introductions		
9:45 am	Accounting Updates		
	• Year-end Financial/Tax info requirements	José Carus Susie Maloney	20 minutes
	• Capital Equipment Tracking tool	Brenden Hedberg Susie Maloney	10 minutes
	• Cash Management	Sharon Hughes	15 minutes
	○ Receipt deposit process change		
	○ Custodian funds update		
	• Travel Agency/On-Line Booking Tool RFP Update	Meghann Suchomel	10 minutes
	• Guided Expense Tool (GET) update	Stefanie Merucci	10 minutes
	• SFS Upgrade testing update	Kerry Morgan	10 minutes
11:00 am	Purchasing Updates		
	• Strategic sourcing initiatives	Mike Hardiman	5 minutes
	• Shop@UW updates	Mike Hardiman	10 minutes
	• Shop@UW navigation/search tips	Mike Matschull	10 minutes
11:25 am	Other		
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

August 13, 2013*

October 8, 2013

December 10, 2013

*The August meeting will be held at Grainger Hall.