



Financial Managers' Meeting

October 27, 2020

- **Agenda**

- 1. Opening remarks (Jason Theis)**
- 2. Topics by Susan and Sky**
- 3. November Training course and dates**
- 4. Topics by OMB (Briana and Shelby)**
- 5. Topics by Jason**
- 6. Topics by Amanda**
- 7. Round Table**

- **Topics by Susan & Sky**

Susan

- Feedback on Labor Expended report training in October
- Due to limited attendance, extending into November.
- Factual Fridays – please bring your questions!

SKY

- Discuss combining documents
- Emailing LR's/BR's vs JV's – Different email addresses



- **November Finance Training**

Labor to Expended report (again) – How to make it helpful

November 5: 900 – 1000

November 10: 1100 - 1200

November 18: 1100 - 1200

Listed on the UAF Financial Services website - <https://www.uaf.edu/finserv/finance-accounting/budget-cost-records/training/index.php>

Click on the training calendar link for the session you want, then **copy it** to your own calendar! (You won't receive an automatic reminder from me)

- **Topics by OMB**

Briana

- FY22 budget planning update
- Board of Regents meeting reminder: November 5th & 6th

Shelby

- COVID-19 transaction tracking and receipts reminder



- **Topics by Jason**

- **October Management Report – Due November 10th**
- **Invoice timeliness**
- **Strategic Initiatives (FY21)**
- **Cash Advances**



- **Topics by Amanda**

- **Update on travel**



- **Round Table**

- What do you have to share?



- **FY21 Financial Managers' Meetings**

Via Zoom until further notice

December 1

January 26

February 23

March 30

April 27

May 25



All dates subject to change or cancellation