

PSTAP 74th Annual Meeting - Friday, August 6, 2021
AGENDA
9:30AM ZOOM

Welcome	Penny Ann Erbe, EA, Outgoing President
Approval of Minutes of Last Annual Meeting	
Financial Report – 6-30-2021 YE	Barbara Ann Soltysiak, CPA, Treasurer
Legislative Report	Neil Trama, PA & Richard Kelly, CPA Co-Chairs Legislative Committee
Executive Office Report	Sherry L. DeAgostino, Executive Director
Presentation to Penny Erbe	Jeanette S. Trama, EA, Secretary
Outgoing Message	Penny Ann Erbe, EA, Outgoing President
Installation of Officers	Michael J. Davis, CPA
President’s Message	Clare M. Shaw, CPA
Open for Questions/Comments	
Adjournment	

Pennsylvania Society of Tax and Accounting Professionals

73rd Annual Meeting Minutes

September 25, 2020

I. Call to Order

The annual meeting of the Pennsylvania Society of Tax and Accounting Professionals was called to order by Linda Chicano at **9:04 a.m.** on Friday, September 25, 2020, via a Zoom Video Conferencing Meeting with 46 participants present.

II. Welcome by President – Linda R. Chicano, Outgoing President

III. Approval of the Minutes

The minutes of the 72nd Annual Meeting were presented.

Motion: To dispense with the reading of the minutes. 1st Andrew Piernock, 2nd Clare Shaw

Motion: Passed.

The minutes were approved as presented.

IV. Legislative Update

Kathy L. Pape, Esq., McNees Wallace & Nurick (Governmental Consultant)

V. Financial Report – 6/30/2020 YE – Barbara Soltysiak, Treasurer

Report is in the packet.

VI. Executive Office Report – Sherry L. DeAgostino, Executive Director

VII. Presentation to Linda Chicano – Jeanette S. Trama, Secretary

Linda Chicano was presented with Lifetime Membership, as well as, a certificate that reads:

By these present be it known that in grateful recognition of the diligent and invaluable service rendered to this organization.

The Pennsylvania Society of Tax and Accounting Professionals

Presents this certificate of a Past President to

Linda R. Chicano, CPA

She having served as its President during the year ending June 30, 2020.

Be it further known that this certificate is given that all men may know her Society has honored her with its highest office, and is evidence of its appreciation of her loyal, faithful and unselfish efforts in the interest of the profession of Public Accountancy.

By resolution of the Board of Directors and Members dated this thirtieth day of June, 2020.

VIII. Outgoing Message – Linda R. Chicano, Outgoing President

IX. Installation of Officers – Andrew J. Piernock, NSA District Governor II

Clare M. Shaw – President-Elect
Maurice R. Brubaker – 1st Vice President
Thomas Ostrowski – 2nd Vice President
Jeanette S. Trama – Secretary
Barbara A. Soltysiak - Treasurer

X. President’s Message – Penny Ann Erbe, President

XII. Open for Questions/Comments

XIII. Adjournment

The meeting was adjourned at 10:19 a.m.

Minutes submitted by Jeanette S. Trama.

PA SOCIETY OF PUBLIC ACCOUNTANTS
Balance Sheet
As of June 30, 2021

	Jun 30, 21	Jun 30, 20
ASSETS		
Current Assets		
Checking/Savings		
1100 · CASH & CASH EQUIVALENTS		
1101 · PNC Checking	250,489.99	209,882.93
1102 · PNC Money Market	36,180.30	36,171.63
1103 · PNC Payroll	914.25	978.68
Total 1100 · CASH & CASH EQUIVALENTS	287,584.54	247,033.24
1200 · INVESTMENTS		
1204 · PNC Brokerage - Money Market	426.30	622.17
1205 · PNC Brokerage - CD's	283,000.00	281,000.00
Total 1200 · INVESTMENTS	283,426.30	281,622.17
Total Checking/Savings	571,010.84	528,655.41
Accounts Receivable		
11000 · Accounts Receivable	53,964.00	43,337.16
Total Accounts Receivable	53,964.00	43,337.16
Other Current Assets		
12000 · Undeposited Funds	32,291.17	7,867.00
1400 · OTHER CURRENT ASSETS		
1401 · State ed programs - prepaid exp	500.00	1,000.00
1402 · Prepaid annual convention pmts	13,909.43	2,501.00
1403 · Prepaid Insurance	2,481.57	1,482.11
1404 · Prepaid Expenses	17,558.20	16,531.48
1405 · Receivable - CD interest	12.59	947.61
Total 1400 · OTHER CURRENT ASSETS	34,461.79	22,462.20
Total Other Current Assets	66,752.96	30,329.20
Total Current Assets	691,727.80	602,321.77
Fixed Assets		
1500 · PROPERTY & EQUIPMENT		
1501 · Equipment	36,641.02	36,641.02
1502 · Accum depreciation - equipment	-36,094.07	-35,938.08
Total 1500 · PROPERTY & EQUIPMENT	546.95	702.94
Total Fixed Assets	546.95	702.94
TOTAL ASSETS	692,274.75	603,024.71
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	2,542.00	4,957.50
Total Accounts Payable	2,542.00	4,957.50

PA SOCIETY OF PUBLIC ACCOUNTANTS
Balance Sheet
As of June 30, 2021

	Jun 30, 21	Jun 30, 20
Credit Cards		
CitiCard	2,171.63	1,178.96
Total Credit Cards	2,171.63	1,178.96
Other Current Liabilities		
2002 · Accrued expenses	12,319.46	13,415.01
2100 · DEFERRED INCOME		
2101 · Deferred Revenue-Dues		
2111 · Deferred Revenue-Buxmont Dues	49,485.42	47,070.59
2112 · Deferred Revenue-Central Dues	23,793.92	22,284.84
2113 · Deferred Revenue-LV Dues	28,895.25	29,797.09
2114 · Deferred Revenue-Northeast Dues	23,084.00	21,190.33
2115 · Deferred Revenue-Phila Dues	27,943.67	28,374.82
2116 · Deferred Revenue-Western Dues	19,137.17	21,853.66
2117 · Deferred Dues-SOC Dues	26,908.92	30,285.08
2118 · Deferred Revenue-Southeast Dues	7,973.41	5,801.00
2119 · Deferred Revenue-W Central Dues	5,286.92	6,663.33
Total 2101 · Deferred Revenue-Dues	212,508.68	213,320.74
2102 · Annual Meeting Deferred Revenue	7,280.00	-310.00
2103 · Deferred Rev-Preferred Partners	4,444.40	7,500.00
2150 · Events		
2150.01 · PA Dept of Rev Fall Tax Seminar	99.00	198.00
2150.05 · Future Webinars	589.00	140.00
2150.99 · Webinar Bundles	4,396.14	7,071.04
2405.1 · Statewide Chapter Events	14,910.00	0.00
Total 2150 · Events	19,994.14	7,409.04
Total 2100 · DEFERRED INCOME	244,227.22	227,919.78
2300 · PAYROLL TAX LIABILITIES		
2307 · PR - LST payable	38.82	39.06
Total 2300 · PAYROLL TAX LIABILITIES	38.82	39.06
2400 · OTHER CURRENT LIABILITIES		
2403 · Amount due - pass-through		
2403.8 · Joint Ed CC payments	2,906.00	0.00
2404 · Amount due - "PAC Fund Account"	1,238.74	1,288.74
2403 · Amount due - pass-through - Other	8,809.30	0.00
Total 2403 · Amount due - pass-through	12,954.04	1,288.74
Total 2400 · OTHER CURRENT LIABILITIES	12,954.04	1,288.74
Total Other Current Liabilities	269,539.54	242,662.59
Total Current Liabilities	274,253.17	248,799.05
Total Liabilities	274,253.17	248,799.05
Equity		
3100 · Undesignated Funds	276,273.87	242,255.10
3200 · Board Designated Funds		

PA SOCIETY OF PUBLIC ACCOUNTANTS
Balance Sheet
As of June 30, 2021

	<u>Jun 30, 21</u>	<u>Jun 30, 20</u>
Legislative Services Fund		
3212 · Legislative Services-Equity	6,929.00	0.00
3212.1 · Legislative Services- Receipts	10,742.00	6,929.00
3212.2 · Legislative Services-Disburs	-6,929.00	0.00
	<u>10,742.00</u>	<u>6,929.00</u>
Total Legislative Services Fund	10,742.00	6,929.00
Robert Zaleski scholarship		
3211 · Robert Zaleski scholarship eqty	7,224.00	6,724.00
3211.01 · Robert Zaleski receipts	3,000.00	3,000.00
3211.02 · Robert Zaleski disbursements	-3,000.00	-2,500.00
	<u>7,224.00</u>	<u>7,224.00</u>
Total Robert Zaleski scholarship	7,224.00	7,224.00
State scholarship		
3210.00 · State scholarship equity	6,315.83	7,092.83
3210.01 · State scholarship receipts	3,297.00	3,223.00
3210.02 · State scholarship disbursements	-4,000.00	-4,000.00
	<u>5,612.83</u>	<u>6,315.83</u>
Total State scholarship	5,612.83	6,315.83
3220 · Practice protection fund	54,411.96	54,411.96
3230 · Legal	5,000.00	5,000.00
3250 · Chapter Assistance	5,000.00	5,000.00
	<u>87,990.79</u>	<u>84,880.79</u>
Total 3200 · Board Designated Funds	87,990.79	84,880.79
Net Income	53,756.92	27,089.77
	<u>418,021.58</u>	<u>354,225.66</u>
Total Equity	418,021.58	354,225.66
TOTAL LIABILITIES & EQUITY	<u>692,274.75</u>	<u>603,024.71</u>

PA SOCIETY OF PUBLIC ACCOUNTANTS
Profit & Loss
 July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Jul '19 - Jun 20</u>
Income		
4000 · REVENUE		
4100 · DUES INCOME		
4101 · BUXMONT		
4102 · Bux - renewal billed	80,222.18	81,379.08
4104 · Bux - writeoff	-11,804.43	-7,903.93
4105 · Bux - CFYE new members	1,989.00	4,174.00
Total 4101 · BUXMONT	<u>70,406.75</u>	<u>77,649.15</u>
4111 · CENTRAL		
4112 · Cen - renewal billed	31,850.25	32,500.17
4114 · Cen - writeof	-2,321.66	-2,388.01
4115 · Cen - CFYE new members	1,791.00	1,540.00
Total 4111 · CENTRAL	<u>31,319.59</u>	<u>31,652.16</u>
4121 · LEHIGH VALLEY		
4122 · LHV - renewal billed	43,111.08	42,924.75
4124 · LHV - writeoff	-4,059.74	-3,545.67
4125 · LHV - CFYE new members	1,542.00	2,186.00
Total 4121 · LEHIGH VALLEY	<u>40,593.34</u>	<u>41,565.08</u>
4131 · NORTHEAST		
4132 · NE - renewal billed	31,468.83	32,715.75
4134 · NE - writeoff	-2,650.17	-2,305.08
4135 · NE - CFYE new members	398.00	1,591.00
Total 4131 · NORTHEAST	<u>29,216.66</u>	<u>32,001.67</u>
4141 · PHILADELPHIA		
4142 · Phila - renewal billed	46,438.00	47,820.76
4144 · Phila - writeoff	-5,960.51	-5,287.18
4145 · Phila - CFYE new members	1,441.00	2,087.00
Total 4141 · PHILADELPHIA	<u>41,918.49</u>	<u>44,620.58</u>
4151 · WESTERN PA		
4152 · WPA - renewal billed	32,961.33	32,964.50
4154 · WPA - writeoff	-3,860.75	-3,316.68
4155 · WPA - CFYE new members	1,193.00	1,888.00
Total 4151 · WESTERN PA	<u>30,293.58</u>	<u>31,535.82</u>
4161 · SOUTH CENTRAL		
4162 · SC - renewal billed	43,827.34	44,394.33
4164 · SC - writeoff	-5,701.50	-2,683.32
4165 · SC - CFYE new members	995.00	1,788.00
Total 4161 · SOUTH CENTRAL	<u>39,120.84</u>	<u>43,499.01</u>

PA SOCIETY OF PUBLIC ACCOUNTANTS
Profit & Loss
July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Jul '19 - Jun 20</u>
4171 · SOUTHEAST		
4172 · SE - renewal billed	10,625.27	9,827.58
4174 · SE - writeoff	-630.17	-364.83
4175 · SE - CFYE new members	1,094.00	696.00
Total 4171 · SOUTHEAST	<u>11,089.10</u>	<u>10,158.75</u>
4181 · WEST CENTRAL		
4182 · WC - renewal billed	8,487.50	7,658.33
4184 · WC - writeoff	-1,426.17	-199.00
4185 · WC - CFYE new members	298.00	694.00
Total 4181 · WEST CENTRAL	<u>7,359.33</u>	<u>8,153.33</u>
Total 4100 · DUES INCOME	301,317.68	320,835.55
4300 · OTHER INCOME		
Executive Office Admin Activity		
4399 · Executive office gross receipts		
4399.02 · Ecommerce Sales	12,276.86	0.00
4399 · Executive office gross receipts - Other	15,580.03	34,349.34
Total 4399 · Executive office gross receipts	27,856.89	34,349.34
4399.01 · Executive office receipts - exp	-23,020.97	-32,034.34
Total Executive Office Admin Activity	4,835.92	2,315.00
4306 · OI Exhibitors	-32.26	870.00
4300 · OTHER INCOME - Other	0.00	340.00
Total 4300 · OTHER INCOME	4,803.66	3,525.00
4320 · EDUCATION PROGRAM REVENUE		
1040 Altoona program	0.00	-388.06
1040 Cleveland, OH Program	0.00	-429.21
1040 Columbus, OH Program	0.00	1,949.25
1040 Erie program	0.00	-4,000.51
IRS Working Together - East	0.00	-455.81
IRS Working Together - West	0.00	670.13
PA Dept of Revenue		
4320.09 · PA Dept Revenue - receipts	45,597.00	61,497.48
4330.09 · PA Dept Revenue - disbursements	-11,288.03	-34,716.85
Total PA Dept of Revenue	<u>34,308.97</u>	<u>26,780.63</u>

PA SOCIETY OF PUBLIC ACCOUNTANTS
Profit & Loss
 July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Jul '19 - Jun 20</u>
State Webinar programs		
4320.01 · State webinar - receipts	144,227.04	92,875.15
4330.01 · State webinar - disbursements	-80,860.83	-33,795.23
Total State Webinar programs	<u>63,366.21</u>	<u>59,079.92</u>
Total 4320 · EDUCATION PROGRAM REVENUE	97,675.18	83,206.34
4350 · AFFINITY PROGRAMS		
RIA Books		
4360 · Affinity - RIA Books receipts	7,673.91	7,671.70
4360.01 · Affinity - RIA Books expense	-7,786.94	-7,153.44
Total RIA Books	-113.03	518.26
4352 · Affinity - UPS	130.62	274.54
4354 · Affinity - Thompson Quickfinder	3,239.00	2,103.00
4356 · Affinity - BPN (ACPEN)	1,020.11	1,765.87
4357 · Affinity - CCH	0.00	81.03
4359 · Affinity - Tax Materials Inc.	975.00	1,225.00
4361 · Affinity - TASC	900.50	863.81
4367 · Affinity - Office Depot	0.00	37.90
4350 · AFFINITY PROGRAMS - Other	990.06	900.00
Total 4350 · AFFINITY PROGRAMS	<u>7,142.26</u>	<u>7,769.41</u>
4380 · INTEREST INCOME		
4381 · Int - PNC Brokerage MM	996.35	4,517.03
4382 · Int - PNC Brokerage CD	-127.24	281.49
4383 · Int - PNC Bank Money Mkt	8.67	36.15
Total 4380 · INTEREST INCOME	<u>877.78</u>	<u>4,834.67</u>
4400 · CHAPTER CONTRIBUTIONS		
4401 · Buxmont	10,000.00	10,000.00
4402 · Central	5,000.00	8,000.00
4403 · Lehigh Valley	10,000.00	10,000.00
4404 · Northeast	4,000.00	3,000.00
4405 · Philadelphia	10,000.00	10,000.00
4406 · Western PA	1,000.00	1,000.00
4407 · South Central	5,000.00	7,500.00
Total 4400 · CHAPTER CONTRIBUTIONS	<u>45,000.00</u>	<u>49,500.00</u>
Total 4000 · REVENUE	<u>456,816.56</u>	<u>469,670.97</u>
Total Income	<u>456,816.56</u>	<u>469,670.97</u>
Gross Profit	456,816.56	469,670.97

PA SOCIETY OF PUBLIC ACCOUNTANTS
Profit & Loss
 July 2020 through June 2021

	Jul '20 - Jun 21	Jul '19 - Jun 20
Expense		
5000 · EXPENSES		
Convention	0.00	185.50
NSA	0.00	2,125.87
PRINTING & POSTAGE	1,324.33	2,876.98
5020 · Audit/Review/Comp Fee	3,500.00	3,400.00
5030 · Bank and credit card charges	26,725.24	16,635.93
5040 · Board & Executive Meetings	21.72	23,808.88
5050 · PA Accountant - cost	0.00	936.85
5100 · COMMITTEE		
5104 · Annual Meeting	646.42	594.34
5110 · Cooperation - PA Dept Revenue	306.60	989.07
5113 · Education	0.00	93.27
5115 · Legislative	170.72	881.44
5116 · Long Range Planning	0.00	1,327.39
5117 · Membership & Public Relations	0.00	2,163.08
5125 · Scholarship	0.00	73.70
5126 · Technology	0.00	58.61
Total 5100 · COMMITTEE	1,123.74	6,180.90
5230 · Depreciation Expense	155.99	3,271.80
5240 · Dues, Subscriptions & Fees	1,735.71	2,541.79
5400 · Equip rental & maintenance	7,278.27	7,899.53
5405 · Flowers & gifts	890.08	333.78
5410 · Insurance	4,413.18	4,668.92
5435 · Legislative services	38,460.00	39,862.00
5436 · Your Social Media - Consultant	12,000.00	12,000.00
5440 · Mgmt Fee - Secretary	900.00	900.00
5445 · Mgmt fee - Treasurer	7,800.00	7,800.00
5446 · Mgmt fee - 990 preparation	610.00	610.00
5450 · Membership costs	2,542.42	19,317.36
5456 · Miscellaneous	240.00	175.36
5465 · Office expense	7,669.62	9,349.27
5500 · PAYROLL EXPENSES	214,395.74	205,127.52
5630 · Rent & utilities	41,467.26	40,274.52
5650 · Telephone	8,103.43	6,778.36
5700 · TRAVEL	200.00	5,474.88
5800 · Organization technology costs	21,502.91	20,045.20
Total 5000 · EXPENSES	403,059.64	442,581.20
Total Expense	403,059.64	442,581.20
Net Income	53,756.92	27,089.77

PA SOCIETY OF PUBLIC ACCOUNTANTS
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
Income			
4000 · REVENUE			
4100 · DUES INCOME	301,317.68	328,000.00	-26,682.32
4300 · OTHER INCOME	4,803.66	0.00	4,803.66
4320 · EDUCATION PROGRAM REVENUE	97,675.18	79,080.00	18,595.18
4350 · AFFINITY PROGRAMS	7,142.26	8,150.00	-1,007.74
4380 · INTEREST INCOME	877.78	5,000.00	-4,122.22
4400 · CHAPTER CONTRIBUTIONS	45,000.00	58,000.00	-13,000.00
Total 4000 · REVENUE	456,816.56	478,230.00	-21,413.44
Total Income	456,816.56	478,230.00	-21,413.44
Gross Profit	456,816.56	478,230.00	-21,413.44
Expense			
5000 · EXPENSES			
Convention	0.00	12,000.00	-12,000.00
PRINTING & POSTAGE	1,324.33	4,000.00	-2,675.67
5020 · Audit/Review/Comp Fee	3,500.00	3,500.00	0.00
5030 · Bank and credit card charges	26,725.24	17,500.00	9,225.24
5040 · Board & Executive Meetings	21.72	29,500.00	-29,478.28
5050 · PA Accountant - cost	0.00	4,000.00	-4,000.00
5100 · COMMITTEE			
5104 · Annual Meeting	646.42	550.00	96.42
5110 · Cooperation - PA Dept Revenue	306.60	475.00	-168.40
5115 · Legislative	170.72	775.00	-604.28
5116 · Long Range Planning	0.00	2,400.00	-2,400.00
5117 · Membership & Public Relations	0.00	1,650.00	-1,650.00
5118 · Monitoring - PA State Board	0.00	100.00	-100.00
5125 · Scholarship	0.00	270.00	-270.00
Total 5100 · COMMITTEE	1,123.74	6,220.00	-5,096.26
5230 · Depreciation Expense	155.99	0.00	155.99
5240 · Dues, Subscriptions & Fees	1,735.71	2,300.00	-564.29
5400 · Equip rental & maintenance	7,278.27	7,800.00	-521.73
5405 · Flowers & gifts	890.08	500.00	390.08
5410 · Insurance	4,413.18	4,200.00	213.18
5435 · Legislative services	38,460.00	38,160.00	300.00
5436 · Your Social Media - Consultant	12,000.00	12,000.00	0.00
5440 · Mgmt Fee - Secretary	900.00	1,700.00	-800.00
5445 · Mgmt fee - Treasurer	7,800.00	7,800.00	0.00
5446 · Mgmt fee - 990 preparation	610.00	650.00	-40.00
5450 · Membership costs	2,542.42	18,700.00	-16,157.58
5456 · Miscellaneous	240.00	0.00	240.00
5465 · Office expense	7,669.62	9,200.00	-1,530.38
5500 · PAYROLL EXPENSES	214,395.74	216,900.00	-2,504.26
5630 · Rent & utilities	41,467.26	39,800.00	1,667.26
5650 · Telephone	8,103.43	6,700.00	1,403.43
5700 · TRAVEL	200.00	8,700.00	-8,500.00
5800 · Organization technology costs	21,502.91	26,000.00	-4,497.09

PA SOCIETY OF PUBLIC ACCOUNTANTS
Profit & Loss Budget vs. Actual
July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 5000 · EXPENSES	403,059.64	477,830.00	-74,770.36
9102 · PR - State Scholarship Disb	703.00	400.00	303.00
Total Expense	403,762.64	478,230.00	-74,467.36
Net Income	<u>53,053.92</u>	<u>0.00</u>	<u>53,053.92</u>

August 4, 2021

To: PSTAP Board of Directors

RE: **Nominating Committee Report**

The nominating committee received written correspondence from a second potential candidate for the position of 2nd Vice President; however, after further discussion and reviewing Article VIII, Section 1 of the PSTAP bylaws, the member withdrew his application.

As a reminder:

To be eligible for nomination and election as an officer a person must previously have served at least one (1) full year term as either a Chapter President or as a member of the Board of Directors of the state PSPA (PSTAP).

The committee attempted a virtual meeting on Friday July 23rd. Due to low attendance the meeting was rescheduled.

The committee successfully held a virtual meeting on Wednesday August 4th to interview & consider eligible candidates for the 2021/2022 term of office.

The committee is also aware that the current Treasurer will be starting the fifth year of her five (5) year term.

The committee is honored to submit following report with the Slate of Officers for the Society's consideration.

Respectfully Submitted by:

Michelle A Young, EA – Lehigh Valley (Chairperson)



Date: 8/4/2021

The nominating committee met on Wednesday, August 4th 2021 to consider all eligible candidates for the 2021/2022 term of office. On behalf of the nominating committee, I present the following slate of officers for the Society's consideration:

- | <i>Position:</i> | <i>Name:</i> |
|------------------------------|-------------------|
| • President Elect..... | Maurice Brubaker |
| • First Vice President..... | Tom Ostrowski |
| • Second Vice President..... | Jeanette Trama |
| • Secretary..... | Debra Mininger |
| • Treasurer..... | Barbara Soltysiak |

Signatures of the Nominating Committee:

Chapter Represented:

- | | |
|----------------------------|---------------|
| <u>Michael J Davis</u> | Buxmont |
| <u>Richard Neidermeyer</u> | Central |
| <u>Michelle A Young</u> | Lehigh Valley |
| <u>Jeanette Trama</u> | Northeast |
| <u>Margie Rovinski</u> | Philadelphia |
| <u>Celestine Henderson</u> | South Central |
| <u>Dawn Douglas</u> | Southeast |
| <u>none</u> | West Central |
| <u>Susan Bure</u> | Western PA |

Respectfully Submitted by: Michelle A Young, EA – Lehigh Valley (Chairperson)