

Southern Association for Institutional Research
Audit Committee Report

October 1, 2013

Committee Members:

Sandi Bramblett, Georgia Tech

Karen Gentemann (past chair), George Mason University

Michelle Hall (chair), Southeastern Louisiana University

The Audit Committee reviewed thoroughly all of the financial records and appropriate supporting invoices of the Association for 2012. After considerable work, the committee found that the records fairly represent the financial activity of the Association during the year and the financial position at the end of the year. Beyond the scope of the review, the Committee provides recommendations for consideration by the SAIR Board of Directors as follows:

Recommendations:

Based on this review and in the spirit of encouraging good practice with SAIR finances, the Committee has the following recommendations for the SAIR Board:

1. Given the high cost of fees to Elavan, investigate if there is a company with better rates or some other alternative.
2. Again, given that the Elavan cost is approximately \$20 per conference registration, educate the membership regarding the costs and encourage them to pay by check if possible.
3. Given that almost half of the funds in the investment account had to be transferred to cover annual expenses, discussion as to the economic future of SAIR need to take place. If the Board determines that this could be more than a one time concern, it is recommend the Board appoint a committee to review all aspects of the conference and other expenditures and make recommendations regarding what costs could be cut.