

TACRAO Audit Committee Report

Audit Committee Members:

Rachel Fernandez, Chair, Texas Tech University
Jamie Hansard, Texas Tech University
Connie Garrick, Lonestar College

On April 14, 2025, the TACRAO Audit Committee conducted an audit of the LAC financial records for the 2024 TACRAO Conference held in San Marcos, November 10 – November 13, 2024. We found the records to be in good order and would like to commend the 2024 Local Arrangements Committee: LAC Treasurer, Lori Zerr from the University of Texas Health Science Center at Houston; Co-Chair, Brandy Garcia from University of Texas at San Antonio; and Co-Chair Martha Fraire-Cuellar from Texas State University, for their tremendous efforts in providing a successful, productive, and fun annual meeting. The LAC and TEC showed great fiscal responsibility and proved to be good stewards of TACRAO funds. All questions brought forward by the Audit Committee to the LAC Co-Chairs, LAC Treasurer, and TACRAO Treasurer, Kate Richardson, were answered satisfactorily.

Commendations and recommendations to take forward to future LAC Committees:

- We commend the work by Lori Zerr, Brandy Garcia, and Martha Fraire-Cuellar on their excellent record-keeping and well-organized documentation.
- We commend the LAC Treasurer and Co-Chairs for providing the financial documents to the audit committee well in advance of the scheduled audit meeting. This was extremely helpful in ensuring adequate time to review documents.
- To ensure the correct posting of late registration fees and minimize the chance for erroneous registration deposits, Lori recommended the creation of LAC Even/Odd templates in MemberClicks.
- It was decided that the LAC Treasurer should not be given access and training to view transactions in MemberClicks, as was recommended in the 2023 LAC Audit Committee report, due to limitations on restricted access.

Respectfully submitted,
2025 Audit Committee:

Rachel Fernandez, Chair, Texas Tech University
Jamie Hansard, Texas Tech University
Connie Garrick, Lonestar College