**OFFICE MANAGER REPORT September 2019**

It is a great pleasure to continue to have the opportunity to serve IFEA as Office Manager. We both enjoy being a small but integral part of this great organization.

Since the meeting in Montreal there have been only 2 items that needed attention. First, the 2018 Federal Income Tax form was filed. Secondly, the State of Illinois Annual Report for “Not For Profit Corporations” was filed this week. There is a $10 fee associated with this filing. I want to thank Terry Farmakis for providing the accurate treasurer’s report which is used for filing the Federal Income Tax Report.

We will continue to support IFEA in any manner that we can. We look forward to seeing many of you at the AAE in Nashville 2020.

Respectfully submitted,

Karen Maggio

Joseph Maggio

Office Managers