

Greetings to the Imperial Estates, Their Imperial Majesties, Goode Gentles,

Our membership total is sitting at 929 as of 7-19-2024. All received membership forms have been updated.

Our fiscal year has ended as of June 30. All chapters are asked to please provide any missing Steward reports and a list of their chattel goods by the middle of August. I would say end of July, but that is only 12 days away. It is important this information is received in a timely manner to allow for processing. The information will then be provided to the Accounting firm to prepare our Federal Tax return.

Our liability insurance, Canadian liability insurance and Directors and Officers insurance policies have all been paid and are in effect. The Canadian insurance is thru March 2025, Liability is thru May 2025 and the D & O insurance is thru 7/2025.

While I do not have an interim budget prepared for this meeting, we are doing well to stay within our budgeted amounts. That will be my next project after tax prep.

All state corporate reports have been filed in a timely manner. The next one is due September, with several more by November.

The Steward manual was passed as IEW and has been posted to the Adrian Empire Library. As mentioned at a previous meeting, it was written using several different word processing programs making it difficult to allow for future change. Our BoD Secretary, Tracey Hanwell, has spent considerable time putting the manual into one processing format. It is in the process of comparison and review before being uploaded to the website.

Current Bank Balances

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|-----------------------------------|-------------|
| Chapter accounts | \$51,020.07 |
| Empire accounts (including 3 CDs) | \$95406.98 |

Yours in Service
Dame Katelyn
Imperial Steward