

GFOAO Summer Workshop

**August 10, 2017
10:00 am—3:00 pm**

**OMAG Offices
3650 South Boulevard
Edmond, OK 73013
(405) 657-1400**

**P-Card Implementation
and Best Practices**

**Going Paperless:
Document Management**

**Surviving Your Annual
Audit**

- How to make life easier during an audit of your financial statements and/or Single Audit
- Understand what questions to ask your auditors to make the most of your time with them
- Review steps for adequate documentation, internal controls and best practices that may help you avoid an audit finding

SAVE THE DATE!

**GFOA
ANNUAL CONFERENCE**

St. Louis, Missouri
May 6-9, 2018

www.gfoa.org

**Join us October 20, 2017
in Stillwater**

for our

**Annual Business Meeting
during the OMCTFOA Conference**

7:45 A.M.

**WES WATKINS CENTER ROOMS
101 & 102**

Government finance officers shall demonstrate and be dedicated to the highest ideals of honor and integrity in all public and personal relationships to merit the respect, trust, and confidence of governing officials, other public officials, employees, and of the public.

**Government Finance Officers Association
of Oklahoma**

12205 S Yukon Ave
Glenpool, OK 74033-6635

918.209.4628
E-mail: jcasteen@cityofglenpool.com

GOVERNMENT FINANCE OFFICERS ASSOCIATION OF OKLAHOMA

SUMMER WORKSHOP

August 10, 2017

**OMAG Offices
Edmond, OK**

- **P-Card Implementation
and Best Practices**
- **Going Paperless:
Document Management**
- **How to Survive Your
Annual Audit**



*Supporting Education in Government Finance
Across Oklahoma*

REGISTRATION

Please submit a separate registration form for each participant.

Name: _____

Title: _____

Organization: _____

Address: _____

City/Zip: _____

Lunch Sponsored by:

Municipal Finance Services
(405) 340-1727
www.mfsok.com

Registration Fee

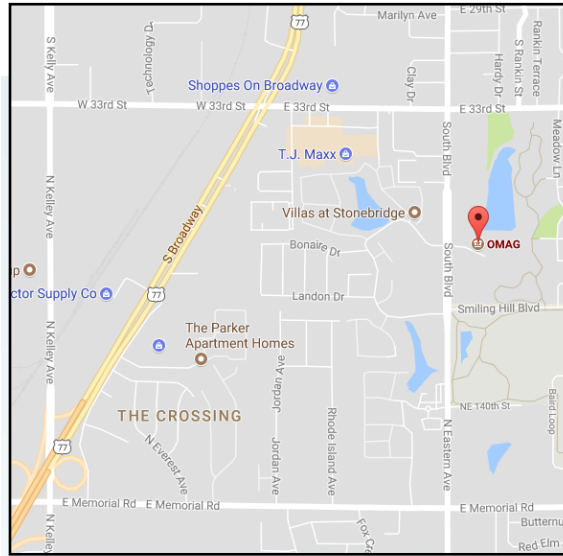
GFOA Members: \$50.00

Non-Members: \$60.00

Mail Registration and check payable to GFOAO to:

Julie Casteen, Finance Director
c/o City of Glenpool
12205 S Yukon Ave
Glenpool, OK 74033

Feel free to email your registration and pay at a later date:
jcasteen@cityofglenpool.com
918-209-4628



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Thank you to:

- ◆ **Ann Cole, Arledge & Associates**
(405) 348-0615
www.jmacpas.com
- ◆ **Laura Ingram, Chase Bank**
405-635-1570
- ◆ **Kristi Hort, City of Nichols Hills**
- ◆ **Brenda Hall, City of Norman**
- ◆ **Rick Smith and Jon Wolf**
Municipal Finance Services
405-340-1727
www.mfsok.com
- ◆ **OMAG**
405-657-1400
www.omag.org

AGENDA

Registration:

9:30 am – 10:00 am

Session I

10:00 am – 10:45 am

P-Card Implementation

Laura Ingram, Chase Bank

Session II

11:00 am – 11:45 am

Document Management Systems

Kristi Hort, City of Nichols Hills

Brenda Hall, City of Norman

Lunch Provided by:

MUNICIPAL FINANCE SERVICES

Edmond, OK

11:45 am – 12:45 pm

Session III

1:00 pm – 2:00 pm

How to Survive Your Annual

Audit

Ann Cole, Arledge & Associates

2:15 pm – 3:00 pm

Questions and Answers/

Open Forum