

Finance Committee Meeting

Held via GoToMeeting (Due to the COVID-19 Stay At Home Order)

Present: JULIE O'ROURKE– JEREMY GRAHAM– LORI MORGAN

Guests: Sally Bennett, Nick Haff, Franklin J. Eubank

The meeting was called to order at 5:31 p.m.

1. **Approve December 22, 2020 & January 11, 2021 meeting minutes** – A motion was made by MRS. O'ROURKE, seconded by MS. MORGAN to approve both meeting minutes. Roll call – all approved.
2. **Disclosure of any Conflict of Interest** – None.
3. **Public Comment** – There was no public comment.
4. **Azavar Government Solutions Update** – Mrs. Bennett will contact Azavar to get a status update.
5. **Budget 2020** – The revenues collected in 2020 were better than expected, especially in a pandemic. We will continue to accept 2020 accounts payable until 2/28/21.
6. **Budget 2021** – The Committee will recommend to the Board to approve the 2021 budget at the February 8th Board Meeting.
7. **New Garbage Pricing** – Ordinance 2015-05 established a service fee of \$0.25 cents to each standard account and \$0.10 cents to each senior citizen account, per month from 2014 – 2020. This is a fee in addition to the rate the Village pays Gill's Disposal, to offset administrative costs.

A motion was made by MRS. O'Rourke, seconded by MS. MORGAN to continue adding the service fees of \$0.25 for standard accounts and \$0.10 for senior citizen accounts in 2021 and doing an analysis to determine administrative costs for future service fees. Roll call – all approved.

8. **Audit Contract** – A motion was made by MS. MORGAN, seconded by MRS. O'ROURKE to recommend to the Board to have President Eubank sign the contract with Benning Group for \$14,900 to audit 2020 and a 4% increase each year for 2021 and 2022. Roll call – all approved.
9. **Aging/Write-Off Review – IDROP** – The monthly aging report was reviewed by the Committee. Since the late fees have been reestablished, there seems to be fewer delinquencies. Deputy Clerk Symonds continues to improve the process.
10. **Bank Reconciliation Review – October** – The October reconciliation was reviewed and explained by Mrs. Bennett. This reconciliation will be included in the consent agenda at the February 8th Board meeting.

11. **Credit Card Review – December** – The December credit card bill was reviewed and explained by Mrs. Bennett. This will be included in the consent agenda at the February 8th Board Meeting.
12. **Office Staffing** – Nothing new to report. All seems well.
13. **Policy Project**
 - **Purchase Order limit** – To be discussed at March meeting
 - **Department Leader Spending Limit** – To be discussed at March meeting
14. **New Business** –none.
15. **Executive Session** - The committee did not go into Executive Session.
16. **Next Meeting** – The next meeting will be March 8th at 5:30 p.m.
17. **Adjourn** – A motion was made to adjourn at 6:38 p.m. by MRS. O'ROURKE, seconded by MS. MORGAN, roll call vote – all approved. The meeting was then adjourned.



Sally Bennett, Treasurer

APPROVED 03-08-2021