

Finance Subcommittee

Web Conference

January 10, 2019

The ESS Finance Subcommittee held a meeting via teleconference on Thursday, January 10, 2019.

Members Present: Amy Assink, Geralyn Greer, Stacie Herridge, Jo Greiner, Deb Kupka and Mark Murphy.

Other Participants: Phil Dunshee, Lisa Long, Kati Ross and Kathy Schacht

Meeting Summary

The Subcommittee reviewed the December 6, 2018 Meeting Summary. Deb Kupka made a motion to approve the Meeting Summary. Stacie Herridge seconded, and the motion was approved.

Modification of December 2018 255 Ap Table

The Project Manager explained that a conversion to Amazon services for a secure off-site location for data storage resulted in higher than anticipated cost associated with the Lightedge bill. Increased bandwidth being used to transmit data to Amazon explains the increase in the bill. It was also noted that Treasurer's Office questioned whether a bill associated with the distribution of a marketing card with a holiday was correct. An adjustment was made based on this feedback.

Project Accounts Payable Reports

Bills as specified in the January BOA Accounts Payable table were reviewed. Bills included: Enterprise Iowa, \$12,502.68.

Bills as specified in the January Fund 255 Accounts Payable table were reviewed. Bills included: Enterprise Iowa, \$11,925.00 and \$3,277.95; CSI, \$9,534.63; Lightedge, \$6,798.60 and Iowa County Recorders, \$20,544.58.

Geralyn Greer made a motion to approve the January BOA & Fund 255 Accounts Payable tables. Jo Greiner seconded, and the motion was approved.

Financial Reports

The November Bank of America and Fund 255 Financial Reports were reviewed. Amy Assink made a motion to approve the November Financial Reports. Deb Kupka seconded, and the motion was approved.

POS Payment System Implementation Update

The Customer Service & Account Manager reported that all but one participating county had been set up with the Point of Sale payment system. Minor issues regarding the surcharge not being charged if a pin was used have been addressed. Work continues on minor issues occurring with IIF files imported into the ESS accounting system.

December Metrics Review

There were 17,783 documents electronically submitted in December, E-Submission in 2018 were up approximately 3% over 2017. Recording activity trended downward the last few months of the year.

The next meeting of the Finance Subcommittee is scheduled for February 7, 2019 at 8:30 AM.

The meeting was adjourned at 9:21 AM.