

Finance Subcommittee

October 8, 2019

The ESS Finance Subcommittee held a meeting via teleconference on Tuesday, October 8, 2019.

Members Present: Geralyn Greer, Sheri Jones, Stacie Herridge, Deb Kupka, Amy Assink and Jo Greiner

Other Participants: Phil Dunshee, Lisa Long, Kati Ross, Gary Wilgenbusch

Meeting Summary The Subcommittee reviewed the September 10, 2019 meeting summary. Deb Kupka made a motion to approve the meeting summary. Geralyn Greer seconded, and the motion was approved.

Project Accounts Payable Reports

Bills as specified in the October BOA Accounts Payable table were reviewed. Bills included Enterprise Iowa, \$10,206.88 and Imagetek Inc, \$259.86.

Bills as specified in the October Fund 255 Accounts Payable table were reviewed. Bills included: Enterprise Iowa, \$9,675.00 and \$3,602.76; CSI, \$6,397.93; Lightedge, \$3,072.90 and Iowa County Recorders, \$43,653.06.

Jo Greiner made a motion to approve the October BOA and Fund 255 Accounts Payable tables. Sheri Jones seconded, and the motion was approved.

Financial Reports

The August 2019 BOA and Fund 255 financial reports were reviewed. Stacie Herridge made a motion to approve the financial reports. Amy Assink seconded, and the motion was approved.

November Budget Planning

The Project Manager reminded the Subcommittee that budgets would be presented and reviewed at the November meeting. Amendments to the Fund 255 FY 2020 budget and BOA Calendar year 2019 budget will occur. In addition, review of the BOA CY 2020 budget will occur.

2020 Meeting Calendar

The Project Manager presented the 2020 Finance Subcommittee meeting calendar for review by the Subcommittee. He asked the Subcommittee to review and to report any conflicts at the November meeting.

September Metrics Review

In the month of September there were 23,557 documents electronically recorded, which is several thousand documents more than the number of electronically recorded documents in September of 2018.

The meeting was adjourned at 9:05 AM

The next meeting of the Finance Subcommittee will be held on November 7, 2019.