

## **Finance Subcommittee**

**June 4, 2019**

The ESS Finance Subcommittee held a meeting via teleconference on Thursday, June 4, 2019.

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

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

### **Meeting Summary**

The Subcommittee reviewed the May 9, 2019 Meeting Summary. Deb Kupka made a motion to approve the meeting summary. Jo Greiner seconded, and the motion was approved.

### **Project Accounts Payable Reports**

Bills as specified in the June BOA Accounts Payable table were reviewed. Bills included Enterprise Iowa, \$12,673.93

Bills as specified in the June Fund 255 Accounts Payable table were reviewed. Bills included: Enterprise Iowa, \$12,133.75 and \$4,672.32; CSI, \$6,018.08; Lightedge, \$3,072.90 and \$239.73 and Iowa County Recorders, \$25,121.58

Geralyn Greer made a motion to approve the June 2019 BOA and Fund 255 Accounts Payable tables. Amy Assink seconded, and the motion was approved.

### **Financial Reports**

The April 2019 reports were reviewed. Amy Assink made a motion to approve the April 2019, Financial Reports. Stacie Herridge seconded, and the motion was approved.

### **Payment Gateway Integration Update**

The Project Manager provided an update on the work recently completed to transition the Iowa Land Records payment system from Fiserv to Professional Solutions. The Project Manager provided an overview of the process and credited the customer service and development team with helping make this transition successful.

### **Audit Update**

The Project Manager made the Subcommittee aware that the annual audit had occurred in mid-May and that an audit report will likely be available for review in late July. The 2018 audit should be wrapped up in August.

### **May Metrics Review**

E-Submissions in May were slightly below average compared to May of 2018, but E-Submissions were slightly up over the previous month.

The meeting was adjourned at 2:42 PM.

The next meeting of the Finance Subcommittee is scheduled for July 9, 2019 at 8:30 AM.