

City of Brodhead
Audit and Finance Committee Meeting Minutes
for the November 12, 2020 meeting

1. Meeting called to order by Mike Lowery at 4:22 pm (GoToMeeting website was working intermittently)
2. **Quorum was present as determined by roll call: (Meeting was done virtually via GoToMeeting & open to the public at City Hall)**
At City Hall: Mike Lowery, Sam Woodford, Doug Pinnow, Treasurer, Keri Miller, Troy Nyman, Chris Hughes, Mike Olson
Virtually: Rich Vogel, Angela Noel, Ed Hoff, Terri Chapman, Richard Peach
3. **Public Appearances:** None
4. **Committee Comments or Questions:** Lowery discussed with the committee that Paul Huffman turned in his resignation effective immediately on Monday, November 9, 2020. That is the reason Mike is running the finance meeting.
5. **Approve Previous Minutes:** Motion by Woodford to approve the previous minutes with corrections as discussed. Second by Peach. All ayes. Motion carried.
6. **Capital Projects Update:** The committee reviewed the list of capital projects that was emailed on Thursday, November 5th from Treasurer Miller.
7. **Treasurer Reports:** The committee reviewed the October 2020 voucher report, bank reconciliations for October 2020 and October 2020 YTD budget vs actual reports the was emailed on Thursday, November 5th from Treasurer Miller
8. **City Financial Records, Pearl Island & BID:** **BID (represented by Mike Olson)** Olson discussed expenses that were being allocated to the BID budget that BID was not aware of like audit fees and website fees. State Statue allows for the City to allocate the appropriate amount of fees to the BID for audits. In the future Treasurer Miller will be sure to share these amounts with the BID Committee for proper approval. **Pearl Island (representative Jerry Elmer was not in attendance)** – Discussed the cost of the bridge so far, what projects are left and possible costs. No one present could answer these questions. Rich Vogel did state that we were approved for another grant for Pearl Island but that money cannot be used on the bridge. At 5:25 pm we adjourned due to Richard Peach being virtual and losing connecting thru GoToMeeting and having a lack of quorum. No action was taken.
9. **2021 Proposed Budget:** NA called the meeting at 5:25 pm because Richard Peach's connecting thru GoToMeeting was lost and the committee was missing a quorum.
10. **Future Agenda Items:** NA called the meeting at 5:25 pm because Richard Peach's connecting thru GoToMeeting was lost and the committee was missing a quorum.
11. **Set Date/Time for Next Meeting:** Tuesday, November 17, 2020 at 4:30 pm
12. **Adjourn:** No motion. Ended the meeting due to a lack of quorum due to internet issues

Submitted by: Treasurer, Keri Miller