



**MINUTES OF THE AUDIT AND FINANCE COMMITTEE MEETING
FOR MONDAY, APRIL 20, 2020 VIA ZOOM**

1. CALL TO ORDER

Chairman Bill Ward called the Audit and Finance Committee meeting to order at 5:32 pm.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Peter Bitzer, Alderman Baumann, Juli Van Hook, Alderman Toben, and Chairman Bill Ward. A quorum was present. Also, in attendance were Ex-officio members Mayor Clement and City Administrator Larry Perney, Alderman Huether, City Clerk Justin Klocke and support staff Director of Finance Donald Yucuis.

3. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Chairman Ward made the motion to approve the order of items on the agenda. The motion was seconded by Alderman Baumann and approved unanimously.

- A. Chairman Ward made the motion to approve the February 3, 2020 minutes. The motion was seconded by Alderman Baumann and approved unanimously.
- B. Director of Finance Yucuis presented and reviewed the 2020 Three Month Financial Report through March 31, 2020.
- C. Director of Finance Yucuis updated the Committee on the status of the 2019 audit. The hope was to have it completed by the end of May 2020 but COVID may delay the final audit until late June 2020. The plan was to have Mollie Malone, Partner with Stopp & Vanhoy, present the 2019 Audit at a June 1, 2020 Audit & Finance Committee meeting.
- D. Larry Perney and Don Yucuis updated the Committee on new budget software from Cleargov. The budget software is hosted by Cleargov, will be accessible by Senior Staff and eliminate the time spent on updating spreadsheets. The 2021 budget process will begin in late July 2020.

E. Future meeting dates were set as follows:

- Monday June 1, 2020 Auditors (Stopp & Vanhoy) to present 2019 Audit to the Committee. (Board of Aldermen on June 1, 2020)
- Monday July 20, 2020 Agenda to include 2020 Six Month Financial Report.
- Monday October 19, 2020 Agenda to include 2020 Nine Month Financial Report.
- As we develop the 2021 Budget Calendar, we will add that information to an existing or new meeting

4. ADJOURNMENT

At 6:11 p.m., there being no further business, Rich Baumann made a motion to adjourn, seconded by Chairman Ward and approved unanimously.

Respectfully submitted,



Donald J. Yucuis
Director of Finance

Note: This is a journal of the Audit and Finance Committee meeting of Monday, April 20, 2020 (summary); not a verbatim transcript.