

Board of Audit Work Session
Tuesday, February 18, 2020
6:00 pm Town Hall

Present: Chair Ken Haubrich, Vice Chair Peggy clayton, Supervisors Dennis Kortekaas, Jim Kelley, and Mike Schack, Treasurer Nancy Kopacek, and Interim Treasurer Becky Adams.

Chair Haubrich called the meeting to order at 6:00 pm.

Pledge to the Flag was conducted.

Interim Treasurer Adams stated that there 2 sets of records she was distributing, because of the transition from Excel (in 2019) to CTAS. There are still differences in fund balances due to this transition.

After discussions on Excel and CTAS, the Board decided to utilize the Excel Treasurer Report as of December 31, 2019 and include in the Annual Township Report. CTAS reporting will be utilized beginning 2020.

The Levy comparisons from 2016-2021 were discussed. Some changes did occur since the board received their last Levy comparisons.

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to recommend the approval of the Treasurer Report as of December 31, 2019, and sign said Report. Motion passed.

The board reviewed CTAS Statement of Receipts, and Disbursements, Balances, and Financial Reports. Discussion was also held on new account codes, with regard to coding bills, and invoices to be paid. It was suggested that the Treasurer pull together a list of these new codes, to be distributed to the supervisors, and to maintenance so all are using same codes, etc.

No further discussions were held. A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to adjourn the Board of Audit at 6:45 pm. Motion passed.

Submitted by: _____
Peggy Clayton, Supervisor

Signed by: _____