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Jenni Sof  
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January 9, 2024 FINANCE COMMITTEE MEETING minutes

The Finance Committee will meet at 4:30 PM on Tuesday, January 9, 2024, in Courtroom B of the Shelby County Courthouse.

Agenda

1. Call to Order – Mark called the meeting to order at 4:36 pm  
Present – Clay Hardy, Don Tate, Sonny Ross, Martha Firnhaber and Mark Bennett.  
Absent – Teresa Boehm, Tad Mayhall
2. Public Body Comment no public body present
3. Review and discussion committee policy, if needed. None discussed.
4. Review claims (invoices) submitted for payment by County Departments from General Fund, Special Fund accounts not reviewed by the Road/Bridge committee and Animal Control Fund not reviewed by their committee.

Called Heather Wade as itemized invoice for Office Essentials \$195.08 was missing. We had statement only. We advised we will approve and she will send Jessica the itemized report to go with the claim.

Concerns with Thomson Reuters-West – four invoices with 3 from one fund and 1 from another fund. The 3 and 1 are in two separate folders. This is difficult to follow as the “top sheets” in each folder are identical. Looks like paying the total dollar amount twice and the coversheet does not match the attached invoices. Would like to discuss the possibility of having a less confusing way to handle these. Curious if a check should be written for one fund only rather than comingling payments for different funds on the same check?

Email sent to David Woods of Mytec Solutions requesting assistance for the committee in understanding the services included in the \$5,000 monthly charge, the separate email hosting charges and then a request for an up to date list of the monies spent for the VOiP project so we can compare it to the bid.

5. Discussion and vote to make recommendation to County Board for approval to pay claims reviewed by the committee. Don makes motion to recommend approval of all claims to the full board. Sonny seconded. All in favor – unanimous. Motion passed.
6. Adjournment Martha made the motion to adjourn at 5:59 pm. Sonny seconded. All in favor – unanimous. Meeting adjourned.