

FINANCE AND ADMINISTRATION COMMITTEE

Proposed Minutes

DATE: February 17, 2009

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Robert Karsten, Dennis Swartout, Gordon Schrotenboer

ABSENT: James Holtvluwer

STAFF & GUESTS: Gary Scholten, Register of Deeds; Sherri Sayles, Deputy Clerk; Keith Van Beek, Assistant Administrator; Greg Rappleye, Corporation Counsel; June Hagan, Fiscal Services Director; Alan Vanderberg, Administrator; David Hulst, IT Director; Bradley Slagh, Treasurer

SUBJECT: CONSENT ITEMS

FC 09-009 Motion: To approve the agenda of today as presented and to approve the minutes of the January 20, 2009, meeting as presented.

Moved by: Rycenga UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 09-010 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of January 2009.

Moved by: Schrotenboer UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 09-011 Motion: To approve budget adjustments #26, 27, 28, 29, 30, 55, 56, 59 and 72.

Moved by: Schrotenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR JANUARY

FC 09-012 Motion: To approve the Statement of Review for the month of January 2009.

Moved by: Karsten UNANIMOUS

SUBJECT: LAND RECORDS SOFTWARE

FC 09-013 Motion: To approve and recommend to the Board of Commissioners the contract with Fidlar Software for \$368,805, the funding to come from the Register of Deeds Automation Fund.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Financial Month End Update for January 2009 – The January 2009 Financial Month End update was presented by Bradley Slagh.
2. The Administrator gave a brief update on Revenue Sharing.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:30 a.m.