

## Finance Committee Meeting Minutes

Date: November 13, 2017

Present: Chair Councilwoman Linda Tinker, Councilwoman Betty Bagley, Councilwoman Angela Douglas, Carla Roof and Kelly Wascher.

Note Taker: Carla Roof

Meeting was called to order by: Councilwoman Linda Tinker at 5:30pm.

1. Item Discussed: Audit completion. Audit 2016 has been submitted to state and auditor will be here at next meeting

Action Taken: Committee needs October 2017 finance report.

2. Item Discussed: Financial report by Department from Kelly Wascher

Action Taken: Kelly Wascher transferred the Summer feeding money to the new account and all outstanding bills were paid.

3. Item Discussed: Finance Director job description

Action Taken Update description – Ms. Roof will revise and send to committee. Discussed the new Director with finance. The director will start on Wednesday.

4. Item Discussed Grant Approval – Archives & History

Action Taken: Will recommend to Council to approve the grant match

5. Item Discussed: Hospitality Tax

Action Taken: Confirm Hospitality Tax \$25,000.00

Councilwoman Tinker motioned to adjourned Councilwoman Bagley second to motion

Meeting was adjourned at 6:27 pm

Minutes prepared by:

Gail Harrell