

## Finance Committee Meeting Minutes

Date: August 12, 2019

Present: Chair Councilwoman Reid, Councilwoman Tinker, Mayor Stringfellow and Stephanie Jackson.

Absent: Councilman Killian

Note Taker: Gail Harrell

Meeting was called to order by: Chair Councilwoman Annie Reid at 5:32 pm.

- Item Discussed: Review of 2019-20 Budget – Revenue and Expenses Councilwoman Reid said, nothing has changed on the budget. Councilwoman Reid asked about the Opportunity Zone Grant. It's has been received \$20,000.00. Councilwoman Reid asked if SFSP reimbursement are coming in. Ms. Jackson said, She has had a meeting with SFSP and everything is in place. Ms. Jackson has made Committee aware of some changes to be made to Council budget. Ms. Jackson shared with Committee about the new check signing procedure.

Action Taken: No action taken

- Item Discussed: Update on Audit. Ms. Brendle and auditors will be here to meet with us on August 21<sup>st</sup>. She is going to meet on that morning to see if she needs anything else to complete the audit. At 2:00 she will meet with Ms. Jackson and Ms. Roof to present the preliminary report.

Action Taken: No action taken

- Item Discussed: Review of Grant Funds Mr. Baker listed what the items were in the Grant Fund.

Action Taken: No action taken

Item Discussed: Review of Department Budget\_Ms. Jackson shared with Committee our bank balance report

### New Business

- Item Discussed Department Staff Ms. Jackson informed the Committee that our new Staff member for Accounts Payable is Marquita Fair.

Councilwoman Linda Tinker made a motion to adjourned Councilwoman Annie Reid second.

Meeting was adjourned at 6:11 pm.

Minutes were prepared by:

Gail Harrell

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Date: \_\_\_\_\_