

FINANCE COMMITTEE
MINUTES
July 17, 2023

A. CALL TO ORDER

The Town of Wellington Finance Committee meeting was called to order by Vice Chair Dominic Baranyi, on July 17, 2023 at 6:00 p.m. at the Town of Wellington. The meeting is being recorded and live streamed.

Attendance:

Dominic Baranyi, Vice Chair

Christine Gaiter

Jesy Andreen

Sara Knaack

Pat Johnson, Secretary

Jason Mellin

Nic Redavid, Chair absent

Others in attendance:

Jon Gaiter, Trustee Liaison

Trustee Tietz

Trustee Mason, joined at 6:21

Janice Foster, Accounting & Budget Analyst

Patty Garcia, Town Administrator

Ethan Muhs, Town Clerk

B. PUBLIC INVITED TO BE HEARD

No Public comment was heard.

C. ACTION ITEMS /DISCUSSION ITEMS

1. Minutes from 06/26/2023 were approved. The motion was made by Christine Gaiter to be accepted as amended, and seconded by Dominic Baranyi.
2. Cash Handling Policy Update – the draft isn't ready
3. Purchasing Policy Update – Pat is reviewing
4. Audit Update
 - 2021 documents requested have been provided, Town employees now giving them 2022 documents. No date for 2021 audit to be presented, the Finance Committee asked for a date for our calendaring purposes. Assuming Baker Tilly is approved, Don will be reaching out to the auditors.
 - Patti will also be working on getting the management documents from previous audits with BDO.
5. Wellington Financial Management Services - Baker Tilly (BT)
 - Don will be at the BOT meeting tomorrow (7/18). They would start August 6th. Discussion about the letter of engagement proposed was held. Going to ask for BT to dial the costs in a bit more and to hold rates firm for a year.
 - Caselle to come in the following week to provide training.

D. REPORTS

1. Staff Communications

Budget calendar- discussed by Patti. Positions (due 6/12) will be talked about at the Leadership Team mtg (7/19). September – provide draft budget to the Finance Cmte.

2. Finance Committee Reports

- Jason – need to reschedule the presentation with the Board of Trustees regarding an increase in compensation for future Board of Trustee (BOT) members.
- Christine – wondering about the request we had last month in regards to having the Finance employees discuss their processes during a work session didn't get scheduled.
- Pat - All opinions are valued, we're each on this committee for a reason. Requested more direction in our monthly email regarding what we are supposed to do with each packet.
- Trustee Gaiter – The committee's role isn't to police the staff, but rather review and recommend ways to improve what we are doing as the Town
- Dom – resigning his position on the committee effective immediately. He sent the committee an email explaining and will also forward it to the BOT.
- Trustee Gaiter – Balancing Act (software presented last time) has provided a video regarding their product. The Town won't be going forward with it now, but a resident could create a similar product the Town could use to help gather ideas from the community.

E. ADJOURN

The meeting was adjourned at 7:25 PM.

Pat Johnson
Finance Committee Secretary