

## FINANCIAL MANAGEMENT COMMITTEE

November 5, 2014

8:30 am

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**PRESENT:** Roger Colbaugh, Bobbie Gouge-Dietz, Mayor Leon Humphrey, Ray Lyons, Charles VonCannon, Danny Ward, and Dr. Carol Whaley.

The meeting was called to order by Ingrid Deloach.

Quorum present.

Motion was made by Mayor Humphrey with a second by Charles VonCannon to approve the agenda. Motion carried.

### **Election of Chairperson**

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The floor was opened for nominations for Committee Chairperson. Charles VonCannon nominated Ray Lyons. The nomination was seconded by Bobbie Gouge-Dietz. Motion was made by Leon Humphrey with a second by Charles VonCannon for nominations to cease and for Mr. Ray Lyons to be appointed as Chairman by acclamation. Motion carried.

### **Election of Vice Chairperson**

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The floor was opened for nominations for Committee Vice Chairperson. Bobbie Gouge-Dietz nominated Danny Ward. The nomination was seconded by Roger Colbaugh. Mayor Humphrey then nominated Charles VonCannon. The nomination was not seconded. Chairman Lyons called for any other nominations. None were received. Motion was made by Leon Humphrey for nominations to cease and Mr. Danny Ward to be appointed as Vice Chairman by acclamation. Motion carried.

Motion was made by Leon Humphrey with a second by Danny Ward to approve the August 6, 2014 minutes. Motion carried.

### **New Business**

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- **Finance Department Overview**-Ingrid Deloach presented a copy of the County Financial Management Organizational Structure. She reviewed the structure with the Committee. Mrs. Deloach also mentioned that the Finance Department is currently in the process of converting the Financial Management Software. The system is supposed to go live on January 1, 2015. Ingrid also advised an updated Policy and Procedure Manual will be distributed and reviewed at the next meeting.
- **Audit Update:** Ingrid Deloach updated the Committee of the current status of the 2013-2014 audit. She advised the auditors have completed their work and exit interviews are done. It is now waiting for final documentation at the State level.

Ray Lyons asked Mrs. Deloach to speak to a letter that was received from Justin Wilson, Comptroller of the Treasury, dated October 3, 2014. Mrs. Deloach stated that under the County Financial Management System of 1981 are certain guidelines as to how and when the annual budget shall be approved. She said that Mr. Wilson's letter refers to said guidelines. She referenced an Attorney General's Opinion that was sought by Mayor Humphrey during last year's approval process. Mrs. Deloach stated that Mr. Wilson strongly recommended that the Commission comply with said guidelines.

Department does not have the space to store bulk purchases however, they have looked into bidding out commonly purchased items. Mr. Lyons said the committee can ask Dr. Ward for an update on this next month.

- **Bobbie Gouge-Dietz:** Mrs. Gouge-Dietz stated she thought this was a very important committee.
- **Ray Lyons:** Mr. Lyons said he appreciates the confidence the committee has in him to be chairman.
- **Charles VonCannon:** Mr. VonCannon questioned if the Circuit Court Clerk and the Planning Office were represented under the Financial Management Committee. Mrs. Deloach advised him that the County Mayor was the representative for the entire county, the Highway Superintendent was the representative for the Highway Department, and the Director of Schools was the representative for the School System.
- **Danny Ward:** Mr. Ward expressed his appreciation for his appointment to the Committee. He asked that Public Comments be moved to the beginning of the agenda. Motion was made by Danny Ward with a second from Leon Humphrey to move the Public Comments portion of the agenda to the beginning. Motion carried.
- **Public Comments:** Roy Livingston, Johnny Julian, and Al Meehan spoke to the Committee on items they felt concern.

Motion to adjourn was made by Mayor Humphrey, second by Bobbie Gouge-Dietz. Motion carried.

Respectfully submitted,

Ingrid Deloach

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Ray Lyons, Approved for File