DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
ROOM 4A, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
August 10, 2017

By roll call, members present: Greshay, Stousland, Nickel, Hilbert and Bennett. Also present was Deb Weber, Administrative Assistant and Makenzie Drays, Senior Accountant.

Members absent: none

Meeting called to order at 8:00 a.m. by Chairman Nickel

Weber certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Motion by Greshay, seconded by Stousland to approve the minutes of July 27, 2017. Motion carried.

Committee member reports:
None

Note: That agenda numbering was out of order (missing #9) went from #8 to #10.

Old Business:

a. Drays, S – Human Services – US Bank Purchase Amazon – books – what are they used for – purchased books through Dementia Innovation Grant and are put into library approved, catalogued binders for all of the Dodge County libraries.
b. Gordon Flesch Co., - US Bank – explanation needed for purchase amt – what it was for – it was the total amount charged to Gordon Flesch Co., did not see individual line items
c. US Bank – MMIC – Liability Insurance – for 3/28/17-3/28/18 – why paid in June vs. March 2017 or before – MMIC accepts credit card payments but their dollar limit is $25,000 per transaction, therefore the premium is split into two payments.

US Bank Purchase Card Review of June Department Head purchases:

Field, B – Highway – Subway (1), Cherryberry (1), WM Supercenter (1), Kwik Trip (2)
Gibson, K – County Clerk - Quality Inn (1)
Hilker, P – Treasurer – Great Wolf Lodge (1), Dodge County (1), Dodge County Fee (1)
Hron, L – Clerk of Courts – Fed Ex (1)

Motion by Greshay, seconded by Hilbert to allow payment of Clearview vouchers Batch # 203879 in the sum of $ 107,437.71 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to allow payment of vouchers for Employee Expenses dated 7/28/17 for $ $ 8,235.41 . Motion carried.

Motion by Bennett, seconded by Hilbert to allow payment of vouchers in Batch #203930 for $ 139.45 . Motion carried.

Motion by Greshay, seconded by Stousland to allow payment of vouchers in Batch #203932 for $ 111,615.76 . Motion carried

Motion by Stousland, seconded by Bennett to allow payment of vouchers in Paid Batches 203499, 203457, 203551, 203699, 203758, 203969 for $ 8,592.34 . Motion carried.

The next regular meeting of the Audit Committee is scheduled for August 24, 2017 at 8:00 a.m. in Room 4A

Motion by Bennett, seconded by Greshay to adjourn. Motion carried. Meeting adjourned at 8:25 a.m.

Respectfully submitted,

Glenn Stousland

Secretary
Glenn Stousland

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.