

Finance Committee Minutes

Village Hall

August 5th, 2015

Members present: Todd Klahn and Russell Cazier. President Pat Hawkey was absent. Also present Village Clerk Carol Strause.

Meeting was called to order at 5:30 PM.

- A motion was made by T. Klahn and seconded by R. Cazier to move approval of committee minutes of July 7th, 2015. Motion was carried.
- A discussion was made in regards to archiving village e-mail system. Chair R. Cazier stated that he had spoken with Arron at Computer Know How and it was R. Cazier's suggestion that option 2 should be chosen for the e-mail archiving system but that this system should possibly not be set up by Computer Know How. R. Cazier stated that he had spoken to a couple individuals that he knew and that it may be possible to utilize CDW out of Fitchburg Wisconsin or his brother Kirk Guest to setup the archiving system. R. Cazier stated that he would prefer to not utilize Kirk Guest due to the fact that he was related to him but that he may be an option if CDW's quote was higher. R. Cazier stated that Kirk Guest would charge \$60 per hour and that he believed that it should only take 4 hours to setup the archiving system. R. Cazier stated that option two would archive all e-mails even if they were deleted by a user because the system would make a copy. R. Cazier stated that he would abstain from any vote if it involved hiring Kirk Guest. T. klahn stated that he had no problem with Kirk Guest setting up the archiving system. R. Cazier stated that according to Kirk Guest; the e-mail system would automatically archive all e-mail and that Kirk Guest would be able to remote access the system if a problem did occur. . R. Cazier made a motion to wait until the next finance meeting so that the discussion could be made with President Hawkey and further information could be obtained from CDW. T. Klahn seconded and the motion was carried.
- A discussion was then made about the Dane County Supervisory Boundary. Village Clerk C. Strause stated that the land that was annexed from the Town of Rutland was in the 37th Supervisory District which created Ward 3 for the Village. The majority of Brooklyn is in the 31st district out of Oregon and Ward 3 was in the 37th out of Cambridge. The Dane County Board is now planning on moving Ward 3 to the 31st District so that the entire Village of Brooklyn can be covered under the 31st district.
- A part-time position proposal was reviewed for the Clerk's office for 2016.
- The 2015 Budget, Monthly financial balance sheets and collateralization, summary of attorney fees, monthly payroll overtime, and monthly invoice worksheet were all reviewed.

A motion was then made by Chair R. Cazier to adjourn and was seconded by T. Klahn. Motion was carried.