

Finance Subcommittee

October 6, 2020

Members Present: Amy Assink, Deb Kupka, Geralyn Greer, Stacie Herridge, Sheri Jones, Jo Greiner and Laura McKeever

Other Participants: Phil Dunshee, Lisa Long, Kati Ross, Gary Wilgenbusch and Travis Case

Meeting Summary

The Subcommittee reviewed the September 3, 2020 Meeting Summary. Stacie Herridge made a motion to approve the meeting summary. Geralyn Greer seconded, and the motion was approved.

Accounts Receivable Report

The Iowa Land Records team provided the subcommittee with an update regarding outstanding accounts receivable items.

Monthly Payments Report

The Project Manager presented the Subcommittee with the monthly payment reports, providing a review of the bills and expenses paid in September, 2020. The Subcommittee reviewed the monthly AP report and the monthly credit card report. Deb Kupka made a motion to approve the payment reports. Jo Greiner seconded, and the motion was approved.

Fund 255 Reimbursement Invoice

The Subcommittee reviewed the monthly Fund 255 reimbursement invoice in the amount of \$69,823.88. Bills included Enterprise Iowa, \$4,350.00 and \$21,936.25; CSI, \$8,378.58 and Oasis \$17,272.28 and \$17,886.77. Geralyn Greer made a motion to approve the monthly Fund 255 reimbursement invoice. Jo Greiner seconded, and the motion was approved.

Monthly Financial Reports

The Subcommittee reviewed the August financial reports. Stacie Herridge made a motion to approve the monthly financial reports. Deb Kupka seconded, and the motion was approved.

E-Submission Trends

There were 33,951 e-submissions in the month of September this is 10,000 more documents than last September. Year to date e-submissions are up significantly over 2019 numbers.

Budget Discussion

The Subcommittee received and discussed preliminary information about factors that will impact the calendar year 2021 budget.

The next meeting of the Finance Subcommittee is a teleconference scheduled for November 3, 2020.