

ISABELLA COUNTY
Finance and Administration Committee Minutes
Isabella County Building
200 North Main Street
Mount Pleasant, MI 48858
Room 225
May 8, 2018
10:00 a.m.

Members Present: Commissioner Jim Horton and Commissioner David Ling

Also Present: Isabella County Administrator/Controller Margaret McAvoy, Isabella County Deputy Administrator/Controller Nicole Frost, Isabella County Contracted Director of Accounting Services Steven Kirinovic, Isabella County Information Systems Director Michelle Doherty, and Administrative Assistant Jessica Jarosiewicz

Call to Order by Commissioner Horton at 10:00 a.m.

Roll Call was given with Commissioner Ling and Commissioner Horton present.

Call to the Public: No comments

It was moved by Commissioner Ling and seconded by Commissioner Horton to consider accepting and placing on file the May 3, 2018 Routine Personnel Items as presented. Motion Carried.

It was moved by Commissioner Horton and seconded by Commissioner Ling to consider approving the Client Agreement between Web Ascender and Isabella County, to engage Web Ascender in website development services in the amount of \$65,700.00 for the County Website Redesign Project and authorize the Board Chair to sign the same. Motion Carried.

It was moved by Commissioner Ling and seconded by Commissioner Horton to consider adopting Isabella County Financial Management Policy No. 410 – Procurement Policies and Procedures to replace the current policy and take effect immediately upon adoption. Motion Carried.

It was moved by Commissioner Green and seconded by Commissioner Ling to consider adopting Isabella County Financial Management Policy No. 411 – Credit Card Management Policy to replace the current policy and take effect immediately upon adoption. Motion Carried.

It was moved by Commissioner Ling and seconded by Commissioner Horton to consider adopting Isabella County Financial Management Policy No. 413 – Federal Grant Management Policy and take effect immediately upon adoption. Motion Carried.

McAvoy and Kirinovic provided the committee with an update on the plan of actions regarding the audit finding for the year ending 9-30-17.

McAvoy provided the committee with an update on the Fiscal Year 2019 Budget.

Call to the Public: No comments

Adjournment at 12:18 p.m. by Commissioner Horton.

DRAFT