



Special Financial Audit Committee Minutes

Monday, March 22, 2021 – 5:45 PM • Virtual by Zoom

Item	Presented By:	Action	Topic	Report
Call to Order & Roll Call	Matt Boettcher	Members: <ul style="list-style-type: none"> • Matt Boettcher, Chair • Ron Hirth, Village Administrator • Andy Lanser, Fiscal Officer • Anna Gedeon, Budget Analyst • Terry Donnellon, Solicitor 	Call to Order and Roll Call	<p>The Financial Audit Committee convened a special meeting on Monday, March 22, 2021 at 5:45 PM by video conference with Vice Mayor/Council Member Boettcher presiding. The Mayor had previously called this meeting to allow conducting the Village's financial business.</p> <p>This remote access meeting was allowed by emergency legislation adopted by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone or video conference during the current pandemic and the declared State of Emergency. As required by the statute, notice of the video meeting was publicized more than 24 hours in advance to allow public access. The public was also given back up numbers to call in the event there were difficulties accessing the meeting by Zoom video. This Notice of Meeting was posted on the Village's website and a similar Notice was sent to various media outlets.</p> <p>Roll call of Committee Members:</p> <p>Mr. Boettcher: Present Mr. Donnellon: Present Ms. Gedeon: Present Mr. Hirth: Present Mr. Lanser: Present</p> <p>All members are present.</p>

Set the Agenda & Adopt		Review & Motion		Motion to accept the agenda by. Mr. Donnellon Second by: Ms. Gedeon All voted in favor.
Persons Registered to Address the Committee		None		None
Minutes to be Approved	Andy Lanser	Review & Motion	Committee minutes from 2/24/2020	Motion to accept the February 24, 2020 minutes by Ms. Gedeon Second by Mr. Boettcher All voted in favor.
Discussion				
Financial Audit Operations	Andy Lanser & Ron Hirth	Report & Discussion	<p>Perry and Associates Audit 19/20</p> <p>Banking RFP</p>	<ul style="list-style-type: none"> • Village Administration is working to complete the required documentation to begin the FY19/20 audit. This is a planned and scheduled bi-annual audit that is required by the State. The Audit will be performed by Perry and Associates. The company has completed several audits for the Village recently and the Village values this relationship. • Perry and Associates has also requested several documents. Once the questionnaires are completed, Village Administration will begin assembling the requested documents. • The goal of Village Administration is to have the questionnaires completed by the end of the month. Once completed Village Administration will reach out to Perry and Associates to schedule the actual audit. It is the preference of Village Administration for the audit to be completed on site. However Village Administration will be flexible to the preferences of Perry and Associates. • The Village has issued an RFP for banking services. Currently, the Village has a relationship with 5/3 Bank. They handle most of the Village's financial operations including the management of several Village checking accounts. • The Village is required to periodically evaluate it's banking relationship per Ohio ordinances through the mechanism of an RFP.

				<ul style="list-style-type: none"> The RFP is set to close on Wednesday 3/24. Once closed Village Administration will evaluate the proposals and select one. Village Administration will then recommend the selected proposal for review and acceptance by Council.
Old Business				.None
New Business				None
Announcements				The Financial Audit Committee is next scheduled to meet on Monday, June 14,2021
Adjourn				Motion to adjourn at 6:01 PM DST by: Mr. Donnellon Second by: Ms. Gedeon All voted in favor.

_____ Date: _____
 Submitted by Andy Lanser, Fiscal Officer

_____ Date: _____
 Matt Boettcher, Chair

_____ Date: _____
 Anna Gedeon, Asst. Clerk