VILLAGE OF MCFARLAND

Finance Committee Minutes

Thursday, December 6, 2018 - 6:30 PM

1. **CALL TO ORDER, ROLL CALL.**

   Trustee Mary Pat Lytle called the regular meeting of the Finance Committee to order at 6:30 PM in Conference Room A.

   Members present: Village Trustee Mary Pat Lytle, Village Trustee Carolyn Clow, and Chuck Mulcahy.

   Members not present: Clifford Strelow and Rod Clark.

   Staff Present: Village Administrator Matt Schuenke and Accountant/Deputy Treasurer Jennifer Haried.

2. **PUBLIC APPEARANCES.**

   None

3. **APPROVAL OF MINUTES.**

   a. *Discussion and action regarding minutes from the regular meeting on October 17, 2018.*

      Motion by Village Trustee Mary Pat Lytle, second by Village Trustee Carolyn Clow, to approve minutes from the regular meeting on October 17, 2018 per the changes noted. Motion carries 3 - 0 - 0 by acclamation

4. **BUSINESS.**

   a. *Discussion and action to make a recommendation to the Village Board regarding resolution 2018-19: a resolution authorizing year end transfers as planned within the 2019 Budget.*

      Motion by Lytle, second by Clow, to recommend approval to the Village Board regarding resolution 2018-19: a resolution authorizing year end transfers as planned within the 2019 Budget. Motion carries 3 - 0 - 0 by acclamation.

b. *Discussion and action to make a recommendation to the Village Board regarding revisions to the Purchasing Policy (Chapter 10) and the creation of a standard template for certain Village contractual agreements.*
Clow stated that the agenda item and materials included are not consistent with the direction provided by the Village Board regarding the creation of a standard contract and to what extent the purchasing policy should be revised to accommodate its use. Clow requested no action be taken on this item until such time that this inconsistency can be corrected. Lytle stated that she did not agree with that interpretation and felt what is presented is in line with the direction provided by the Village Board. Following discussion, a motion was made by Lytle, seconded by Mulcahy, to recommend approval to the Village Board regarding revisions to the Purchasing Policy (Chapter 10) and the creation of a standard template for certain Village contractual agreements as presented. Motion carries 2 - 1 - 0, with Clow voting nay.

5. SCHEDULE NEXT MEETING DATE.

a. *Wednesday, January 23, 2019 at 6:30 pm.*

6. ADJOURNMENT.
Motion by Village Trustee Mary Pat Lytle, second by Chuck Mulcahy, to adjourn at 6:56pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Jennifer Haried
Accountant/Deputy Treasurer