

Finance Committee Proceedings  
City of Superior  
March 11, 2021

Members Present: Jack Sweeney, Tylor Elm, Keith Kern and Ruth Ludwig  
Staff Present: Ashley Puetz, Jean Dotterwick, Deborah Kamunen, Nick Raverty and Linda Cadotte

Others Present:  
Members Excused:

Jack Sweeney called the meeting to order at 4:00 pm with a quorum present. Attendance was done by sign in and virtual meeting.

1. Approval of the February 11, 2021 Finance Committee Meeting minutes.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to approve the February 11, 2021 Finance Committee Meeting minutes.

2. Approval of the February 18, 2021 Special Finance Committee Meeting minutes.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to approve the February 18, 2021 Special Finance Committee Meeting minutes.

3. Referred from the February 10, 2021 Festival Committee; Review and approve the Festival Committee Sponsorship Application.

Raverty highlighted the changes made to the Festival Committee Sponsorship application with the Finance Committee. Sweeney questioned if there would be a form letter to go with the application and Raverty confirmed there is a form letter.

**Motion** was made Tylor Elm, seconded by Keith Kern and carried to approve the Festival Committee Sponsorship Application.

4. Sailboats Inc. Financials – Receive and file.

**Motion** was made by Keith Kern, seconded by Tylor Elm and approved to receive and file the Sailboats Inc. Financials.

5. SYO Tax Returns – Receive and file.

**Motion** was made by Keith Kern, seconded by Tylor Elm and approved to receive and file the SYO Tax Returns.

6. Golf Course Financials – Receive and file.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to receive and file the Golf Course Financials.

7. Review February, 2021 check registers (2020 and 2021 Expenditures) – Receive and file.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to receive and file the February, 2021 check registers (2020 and 2021 Expenditures).

8. Review General Fund Financial Statements – 2020 and 2021 Expenditure vs. Budget Analysis – Receive and file.

Puetz indicated the final 2020 trial balance is getting closer to being submitted to the auditors.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to receive and file the General Fund Financial Statements – 2020 and 2021 Expenditure vs. Budget Analysis.

9. General Financial Overview.

a. Update on top 3 financial concerns or updates.

Puetz indicated the payroll software training is going well and is on track to go live in May.

Puetz mentioned the audit should be ready in the next few weeks with the auditors reviewing in April.

10. Other financial matters.

There were no other financial matters.

Having no other business, the Finance Committee Meeting adjourned at 4:12 p.m.

Minutes respectfully submitted by Jean Dotterwick