

## **FINANCE COMMITTEE\***

### **ST JAMES TOWNSHIP, BEAVER ISLAND, CHARLEVOIX COUNTY, MICHIGAN**

MINUTES FOR March 22, 2021, 2021 REGULAR COMMITTEE MEETING

1:00PM @ SJT GOVERNMENTAL CENTER

Due to the Coronavirus Pandemic, Members of the Public were invited  
to attend the meeting by telephone.

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**Attending:** Supervisor McNamara, Clerk Gillespie. Absent, Treasure McDonough.  
Approved minutes of the January 2021 Meeting. Reviewed Tasks from previous meeting.

#### **MONTHLY FINANCE REPORT**

Committee reviewed the draft, McNamara to update and send to full board. Clerk to prepare monthly Standard Budget Report and bills to be paid and distribute to the board before the April 5, 2021 meeting.

#### **New Financial Software Implementation**

Gillespie reported that she has been working with CenterPoint Fund Accounting trainer to get the software fully operational. She expects to do the next payroll with direct deposit and plans to do have other functions working soon. The software is also installed on the supervisor's computer as a read and report only function.

#### **Review 2021-2022 General Fund Budget Progress**

McNamara shared the final draft of the 2020 – 2021 Budget that will go to the full board for approval. McNamara and Gillespie also discussed the municipal dock fund and the street and road fund.

**OTHER ITEMS AS MAY COME BEFORE THE COMMITTEE:** None

**Next Meeting Date:** April 26, 2021

\*Finance Committee established by Township Board on 12.7.2016 with following board members appointed:  
Supervisor, Treasurer and Clerk.