

## Agenda

**\*REVISED 2-11-2008**

### Jefferson County Finance Committee

Jefferson County Courthouse  
320 S. Main Street  
Room 112  
Jefferson, WI 53549

Date: Thursday, February 14, 2008

Time: 8:30 a.m.

Committee members: Buchanan, Ron (Chair)  
Mode, Jim  
Molinaro, John  
Rogers, Pamela  
Schmeling, Sharon L.

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the agenda
5. Citizen comments
6. Approval of meeting minutes for 2/7/08
7. Discussion of administrative audit items referred by Administration & Rules/ICC Committee
  - a. Develop standard financial summary report format
  - b. Reassign responsibility for accounting and payroll functions
  - c. Update regarding various committees review of invoices procedures
8. Discussion and possible action regarding MIS Department utilizing excess employee benefits funds for purchase of Fortinet products
9. Contingency fund transfer request for purchase of new voting system for County Board
10. **\*Recommend funding source for Courthouse entrance as requested by Infrastructure/Veterans Committee**
11. Payment of bills
12. Set next meeting date and agenda
13. Adjourn

Next scheduled meetings: Thursday, February 28, 2008—year end closing  
Thursday, March 13, 2008—bill payment  
Thursday, April 10, 2008—bill payment

All meetings are scheduled to begin at 8:30 am unless otherwise noted

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***