

Agenda
****Revised 3/6/08***

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

Date: Thursday, March 13, 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 prior meeting minutes
7. Discussion of administrative audit items referred by Administration & Rules/ICC Committee
 - a. Develop standard financial summary report format
 - b. Update regarding proposal to Administration and Rules Committee for financial function realignment
 - c. Update regarding various committees review of invoices procedures
8. Consideration and possible approval of petty cash fund increase in Sheriff Department
9. ****Consideration and possible approval of using surplus capital funds in Sheriff budget for 2008 for other expenditures***
10. Consideration and possible approval of increasing credit limit for Highway Department credit card
11. Payment of bills
12. Set next meeting date and agenda
13. Adjourn

Next scheduled meetings: Thursday, April 10, 2008

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.