

**MEETING MINUTES OF THE ACCOUNTING AND
AUDITING COMMITTEE**

at

DuPage Township Boardroom

241 Canterbury Lane

Monday, January 13, 2020 4:30 P.M.

AGENDA

- I. Call to order
The meeting was called to order at 4:38 p.m.
- II. Pledge of Allegiance
- III. Roll Call for Quorum
Present – Amy Albright, Alyssia Benford, Felix George and Linda Youngs
- IV. Approval of Agenda
Motion by Felix George, Second by Linda Youngs. Motion passed
- V. Public Comment
None
- VI. Approval of minutes from December 16, 2019 meeting
Motion by Linda Youngs, Second by Amy Albright. Motion passed.
- VII. Presentation from ProvenIT – Document Management Solutions
Vendor from ProvenIT not able to attend. Alyssia Benford stated some of the features of ProvenIT and stated vendor will be present at next meeting. Linda Youngs mentioned that BSA, the new accounting software has document management features.
- VIII. Fiscal Year 2019 Schedule of Material Weaknesses Action Plan
Report updated – Report included in minutes
- IX. Community Partnerships Report Status
Report updated – Report included in minutes

- X. RFP Discussion and Update
Report updated – Report included in minutes

- XI. 2020-2021 - Budget Calendar Discussion
Felix George will propose dates for budget workshops to the board

- XII. Discussion of Listing of Written Policies Needed
Report updated – Report included in minutes

- XIII. Public Comment
None

- XIV. Adjournment
Motion by Felix George, second by Amy Albright. Meeting adjourned at 5:31 p.m.

Pursuant to the Illinois Township Code, 60 ILCS 1/80-10(b), appropriate notice is hereby given to the Township Clerk for a committee meeting with the above listed Agenda.