

FINANCE & ADMINISTRATION COMMITTEE

Approved Minutes

DATE: January 4, 2000

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Roger Rycenga, Cornelius Vander Kam, Robert Rinck, Gordon Schrotenboer, D. Dale Mohr

ABSENT: Cynthia Visscher

STAFF: Robert Oosterbaan, Administrator; Rosemary Zink, Finance Director; June Hagan, Accounting Director; Rich Schurkamp, Human Services Director; Sherri Sayles, Deputy Clerk

MEDIA

SUBJECT: CONSENT ITEMS

Approved by consent the Minutes of the December 21, 1999 meeting as presented

and approved by consent the agenda of today as presented.

SUBJECT: BUDGET ADJUSTMENT(S)

FC 00-001 Motion: To approve budget adjustment(s) #1097 - 1100 & #1178 - 1180.

> Moved by: Rinck Supported by: Schrotenboer UNANIMOUS

SUBJECT: INFORMATION ITEM

1. Records Processing Clerk I for Telecommunications - It was explained that the funding for the new position would come out of the telecommunication funds. The new person will be assigned under Mark Scheerhorn . The position will be the switchboard operator for the new 800 number and also the receptionis back by Administrative Services.

It was also noted the Finance Committee Meetings for 2000 would be held the 1st and 3rd Tuesday mornings of every month at 8:30 a.m.

SUBJECT: ADJOURNMENT

FC 00-002 Motion: To adjourn at 8:39 a.m.

Moved by: Rinck Supported by: Schrotenboer UNANIMOUS