



VILLAGE OF WINNEBAGO

FINANCE COMMITTEE MEETING MINUTES

Tuesday, May 28, 2024 at 5:15 PM

108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/582766925>

Or by (Toll Free): 1 877 309 2073 | Access Code: 582-766-925

1. CALL TO ORDER

The meeting was called to order at 5:17pm

PRESENT

Julie O'Rourke

Riley Pitney

GUESTS

Joey Dienberg

Dana Novinson

Frank Zima from LoCIS

2. PUBLIC COMMENT

None

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

None

4. APPROVAL OF MINUTES

a. Minutes from April 17, 2024

Motion made by O'Rourke, Seconded by Pitney.

Voting Yea: O'Rourke, Pitney

5. MONTHLY REPORTS

a. Generally includes: Budget Update, Bank Reconciliations, Credit Card Review, and Grant Updates.

Treasurer Novinson reviewed the monthly reports with note that the budget is in good standing at this time for this year.

Chairperson O'Rourke explained that the formatting of the agendas is changing, so that the information can be reviewed and any questions that may arise can be answered, prior to the meeting. Treasurer Novinson answered all additional questions raised by Chairperson O'Rourke about the the logistics of the police salary lines in the budget.

Village Administrator Dienberg will consult with the Village Attorney to verify if any amendments to the appropriation are needed. Chairperson O'Rourke led further discussion regarding the included reports and subsequent questions were answered by Treasurer Novinson.

6. DISCUSSION

a. LOCiS Software Discussion

Village Administrator Dienberg gave an overview of the software that is currently being used by the Village. He noted that other local municipalities that use LoCIS were asked about the performance and had only heard good things back. Village Administrator Dienberg reviewed what the Village is currently paying annually for the software and if it was agreed to move forward with LoCIS, what the migration would cost. He mentioned that there is a possibility of going over budget this year due to a potential migration in the middle of the year that was not originally budgeted for, but stated that the annual fees moving forward would result in dramatic savings for the Village over upcoming years. He made note that most of the staff that would be using it daily attended the demo, and had positive feedback.

The Committee took turns asking questions, particularly regarding utility billing, that Frank from LoCIS answered. Chairperson O'Rourke stated after the discussion that she believes this should be brought before the Board and further pursued.

Motion made to bring the potential purchase of LoCIS software to the Board for approval.

Motion made by O'Rourke, Seconded by Pitney.

Voting Yea: O'Rourke, Pitney

7. NEW BUSINESS

None

8. EXECUTIVE SESSION

None

9. NEXT MEETING DATE

Tuesday, June 25, 2024 at 5:15PM

10. ITEMS FOR BOARD AGENDA

A Resolution to enter an agreement with LoCIS for use of their software programs.

11. ADJOURNMENT

Motion for adjournment made.

Motion made by O'Rourke, Seconded by Pitney.

Voting Yea: O'Rourke, Pitney

Meeting adjourned at 6:10PM

UNAPPROVED

Prepared from recording by: Rachel Windgassen