



1712 Bob Bea Jan Road
De Pere, WI 54115
Phone: (920) 336-2814
www.townofrockland.org
Dennis Cashman – Chairman
Julie Koenig - Clerk

Financial Review Meeting
Monday, March 5, 2018 at the Rockland Town Hall
Called to order by Chairman Cashman at 6:30 p.m.
Adjourned at 7:40 p.m.

The Clerk, Treasurer, and all Board members were present. Chairman Cashman presented the agenda and Clerk Koenig confirmed that the meeting had been properly noticed.

The Treasurer keeps her financial records based on the tax year (a sort of modified accrual basis) while the Clerk keeps her financial records on the calendar year (cash basis). After reviewing the Clerk's reconciliation packet and the Treasurer's reconciliation packet, the Board found that both the Clerk and Treasurer's books reconcile to each other and also reconcile to the year-end bank statements which were provided.

The Board recommended that the following changes be made to the account reconciliation/liabilities page of the draft annual report:

- 1) Clean up a few entries in the "other" categories, both income and expenditures.
- 2) Consolidate the Profit & Loss Statement and budget format used in previous years.

M/M by Supervisor Lasee to approve the Clerk's financial records as presented; seconded by Chairman Cashman. Motion carried.

M/M by Chairman Cashman to approve the Treasurer's financial records as presented; seconded by Supervisor Meeuwsen. Motion carried.

M/M by Chairman Cashman to adjourn the meeting at 7:40 p.m.; seconded by Supervisor Meeuwsen. Motion carried.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.

Julie Koenig
Town Clerk

Minutes approved as written / with corrections (**strike one**) by the Town Board on Monday, March 19, 2018.

Dennis J. Cashman
Town Chairman