

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
MARCH 2, 2022**

The Finance/Personnel Committee met in regular session in-person with a virtual option due to COVID-19.

Call to Order/Roll Call: Chair Scott called the meeting to order at 5:30pm. Present were Committee members Hoffman, Czyzewski, Monroe, and Nortman. Also present were Administrator Owen, Treasurer/Deputy Administrator Hall, and Village Clerk Gaffney.

Consider February 2, 2022 minutes: Czyzewski moved, Monroe seconded to approve the February 2, 2022 minutes. Motion carried by unanimous voice vote.

Review preliminary 2021 year-end financials and audit progress: Hall reviewed the financials and gave an update on the timing of the audit.

Review elected official orientation documentation: Owen explained this item. The committee members reviewed the documentation presented.

Discuss conflict of interest documentation and education for Village and Committee members: Czyzewski explained this item. He would like a policy put in place, in order to be consistent.

Future agenda items: Vendor review and ARPA funds discussion.

Adjourn: There being no further business before the Committee, Monroe moved, Czyzewski seconded to adjourn the meeting at 6:02pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk