



Village of Reminderville
Finance Meeting
March 26, 2019

Call to Order

Meeting called to order by Mr. Wiggins at 6:30pm

Roll Call

Mr. Wiggins, present
Ms. Smalley, present
Ms. Hach, present
Mr. Petrovich, present
Mr. DiCarlo, present

Approval of minutes

Mr. Petrovich moved to approve minutes from March 12, 2019. Ms. Hach seconded. All in favor.

Mr. Petrovich thanked Ms. Task for a job well done writing up the minutes especially from the discussions regarding the budget process.

Mr. Wiggins started going through the payment register. Ms. Hach asked what "CMS for CLIA" stood for. Mr. Wiggins said CLIA is Clinical Laboratory Information Accreditation and is associated with the fire department. He said it is being paid out of the ambulance fund and may have to do with how the ambulance is equipped and validates that they properly store drugs.

Ms. Wordell stated she normally does not put the Twinsburg Township payment on this register because it comes out of the agency fund, but she included it because it came out of a Village fund to pay for their portion of the streetlights in the JEDD. The payment is why the total is so high.

Mr. Petrovich moved to accept payments totaling \$262,152.02. Mr. DiCarlo seconded. All in favor.

Old Business

Mr. DiCarlo asked about the electronic payment that was questioned at a prior meeting. Ms. Wordell researched and she cannot find what it is for so she will file an appeal with the bank.

Mr. Wiggins continued the discussion on the survey that was completed on how to move forward with the budgeting process. The fourth question, *A rank ordering of the following published disadvantages of line item budgeting*. Items were to be ranked 1 to 10 with 10 being the most meaningful. The top ranked item at 7.25 was *Encourages Full Spending; managers may feel they need to spend their whole budget whether necessary or not*. Mr. DiCarlo said some Village departments do think they have to use their whole budget. Mr. Wiggins said it's a kind of entitlement where a department head thinks it is their own money. Ms. Smalley said the department heads can move money around so it's not about line budgeting. She hopes they would spend only what they have to so money goes back.

The second item ranked was *Limited Insight; presents little useful information to decision makers and the functions and activities of organizational units*. Mr. Wiggins said it's just the typical budget structure, the number that goes with the fund. He feels the department head, as they build the budget, should tell the committee, as they review the budget, what causes cost to change from year to year. He would like to use cost drivers and volume drivers, to make the department heads think through each line and be better prepared to respond to questions on each line. Mr. DiCarlo said they should justify but they don't. Mr. Wiggins would like the committee to work with Ms. Wordell to create a list of instructions and guidelines for the department heads in July to use while they prepare their budget this year. Mr. DiCarlo agrees and said he would like the department heads to give more reasoning for their numbers.

Mr. Wiggins stated they will continue at the next meeting.

New Business

Mr. Wiggins thanked Ms. Hach for her contributions to the Finance Committee and wished her well. Ms. Hach said she appreciated the opportunity to serve the Village and enjoyed her time on the committee.

Mr. DiCarlo moved to adjourn. Mr. Petrovich seconded. All in favor.
Meeting adjourned at 6:58pm.

Respectfully submitted,

Stacey Task, Clerk of Council

Rodney Wiggins, Finance President