

# TROUT LAKE TOWNSHIP

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Supervisor: Helen Fischer  
Clerk: Kathleen A. English  
Treasurer: Pam Barrett  
Trustee: Laurey Simpson  
Trustee: John Clark

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Trout Lake Township Budget Meeting, May 10, 2018, Minutes, *Draft pending Board Approval June 12, 2018.*

Attendance: Two (2)

Meeting called to order at 10:02am, by Supervisor Fischer. Board Members present: Helen Fischer, Kathy English, Pam Barrett, John Clark, Laurey Simpson. A quorum of the Trout Lake Township Board was present.

Supervisor Fischer presented her proposed 2018-2019 Fiscal Year Budget for Trout Lake Township.

Discussion of the line items ensued.

Clerk English presented budgeting/financial issues identified in the recent audit as follows:

1. There were nine (9) areas that the Township exceeded its budget for 2016/2017 fiscal year. State law requires that should a line item budget be exceeded, a budget meeting must be called to amend the budget.
2. Two (2) items were not budgeted at all, however expenses were charged against those classes.
3. Grant monies received must be placed in the budget and expenses allocated from those grants.
4. Expenses must follow revenue. For example, the Township receives reimbursement for election costs incurred. Those line items must be reflected in the budget. Similarly, revenue from the sales of cemetery lots is realized, therefore, expenses for the Sexton and maintenance must be budgeted.
5. Treasurer Barrett will contact the bank related to FDIC. Information on line is not totally clear. It appears, and recommended by the Auditors, that we will need to move some money to assure appropriate Insurance Coverage.

These areas/items must be addressed going forward to continue to receive operating funds from the State.

The 2017/2018 Budget was discussed line by line.

The 2018/2019 Budget was discussed line by line.

The Budget will be revised by Clerk English and Treasurer Barrett.

A Budget Meeting will be scheduled in the near future to review the revised Budget to date.

***Motion made by Supervisor Fischer, seconded by Treasurer Barrett, to adjourn.  
Meeting adjourned at 1:00am.***

Respectfully Submitted,

Kathleen A. English  
Trout Lake Township Clerk