

COUNTY OF CARROLL

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Weekly Report to Commissioners

From: Fergus Cullen, CFO

Date: January 27, 2021 Covering weeks of 1/20/21 – 1/26/21

A. My Plans and Goals for This Past Week Were: (cut and paste Section C from last week's report)
<ol style="list-style-type: none">1) Get 2020 audit process underway2) Advance reconciliation process3) Support delegation meeting 1/25
B. Where Those Stand and What I Did This Past Week:
<ol style="list-style-type: none">1. 2020 Audit: Got underway by sending Batchelder the 2020 bank statements, 2019 financial statements, list of attorneys, and approved budget. Process is on-going.2. Reconciliations: Laura has gone through bank statements into July, 2020, in terms of checks. Process is on-going.3. Attended delegation meeting 1/25. Introduced bond proposals for initial consideration.4. 2019 Audit: Now complete. Melanson presented final results to commission and delegation on 1/25.5. Nursing home budget: Calculated the impact of the union contract, updating personnel schedules. This is needed for the subcommittee next week. Added roughly \$130K to budget.6. Kathy completed the cash flow and supporting material for bond counsel in support of the TAN process for 20217. Kathy filed required quarterly reports for PREA and Justice grants
C. My Plans and Goals for This Coming Week Are:
<ol style="list-style-type: none">1. Support nursing home subcommittee with supporting personnel schedules and narratives, calculate departure expense2. Update 2020 budget actual expenses3. Prep Jan 2021 budget actuals4. Advance 2020 audit5. Advance 2020 reconciliation process6. Identify 2020 encumbrances per request of Treasurer; also needed to support audit7. Prep remaining line item transfers and encumbrances for end of 2020