

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
MINUTES  
December 23, 2019 6 PM

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Kate Kran, Patsy Thompson

Call to Order: Called to order by NS at 6:07 p.m.

- A. Changes to Agenda / Additions or Deletions
  - a. None
- B. Meeting Minutes November 25<sup>th</sup>, 2019 Minutes
  - a. JBC motioned to approve December 9, 2019 minutes, CS seconded. Unanimous approval.
- C. Privilege of the Floor
  - a. Holiday in the Village & Alcohol Permit
    - i. Patsy Thompson presented to the board a request to approve an alcohol permit for December 28<sup>th</sup>, 2019 for the Holiday in the Village celebration.
      - 1. Patsy indicated that alcohol would not be served but would be BYOB
    - ii. Trustees noted that they could not officially vote on the alcohol permit given that it wasn't warned but would be comfortable allowing the event to proceed and retroactively approving the alcohol permit contingent on the following:
      - 1. Submitting an appropriate insurance rider that specifically applies to an event that allows alcohol present
- D. Old Business
  - a. 2020 Budgets
    - i. Discussion of department rents needing to be updated in the budgets
    - ii. Discussion of the pros and cons of allocating the fringe/benefits to the actual department where the hours are accrued
      - 1. Discussion of the accounting processes needed to do this with a recommendation to perhaps reassign the benefits / fringe at the end of the year
- E. New Business
  - a. Consider Audit Engagement
    - i. JBC motioned to approve the Audit Engagement Letter for \$23,000 and to authorize Kate Kran to execute the letter, CS seconded. Unanimous approval.
- F. Other
  - a. Approval of Bills, Warrants, and previous Warrants signed.
    - i. CS motioned to approve bills, warrants, and previous warrants signed, JBC seconded. Unanimous approval.
  - b. Trustee Mail
    - i. None
  - c. Office / Facilities

- i. Electric Department Operations
  - 1. Discussion of Light Fixtures outside Memorial Building
- ii. Water / Sewer
  - 1. None
- iii. Highway
  - 1. Development of 5 year strategic plan for highway operations (old business)
    - a. Tabled

G. Executive Session:

- a. None

H. Adjourn: JBC motioned to adjourn at 9:07 p.m., CS seconded. Unanimous approval.

Date of Next Meetings: January 13, 2020

Submitted by Tin (Justin) Barton-Caplin | Board Clerk

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Attested by Shelia Martin | Village Clerk