

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: *(Name of item to place on the open meeting agenda posting)*

Department	TREASURER	Presented By:	JULIE KELLER
Date of Meeting:	1/22/2021	Action Needed:	Vote to Approve
Disclosure:	Open or Closed Session	Authority:	
Date submitted:	1/18/2021	Referred by:	

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Vote to approve the cancelling of stale checks that have been outstanding for more than one year.

Background: *(preferred one page or less with focus on options and decision points)*

Every year in January we cancel the outstanding checks that have been outstanding for more than one year which is now the 2019 outstanding checks with the total amount of \$ 136.01.

Attachments and References:

See Attached Listing	~example: drafted resolution for board
	~example: minutes of action from previous body

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
X	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Review:

Julie Keller _____

Department Head

Administrator, or Elected Office (if applicable)
