Business & Finance Team Meeting Minutes
Date: July 16, 2024
2:00 pm – 4:00 pm
Founders Room

Chair: Brandy Woods

Roll Call:

√	Brandy Woods	√	Amber Suggs
	Stacy Simpson	√	Teale Betts
	Christina Wright		Tim Frizzell
√	Mandee Trowbridge	√	Evelyn Davis

Guest:
Chris Clark
David Davis
Cheryl Cummins

Agenda Items:

I. **Call to Order** - at 2:03 pm

II. **Approve Minutes of** – April 1, 2024 Meeting, motion made by Mandee and seconded by Teale.

III. **Approve Minutes of** – April 16, 2024 Meeting, motion made by Evelyn and seconded by Mandee.

IV. **Items for Discussion**

- **Paymerang Demonstration**

  The team viewed a demonstration from Paymerang. Paymerang is a company that processes accounts payable checks. How this would work is the College would process bills the same way as usual except the College would not issue physical checks and instead a file would be uploaded to Paymerang and they would issue checks or preferably they would issue ACH payments to vendors. This demonstration lasted an hour and Paymerang showcased other companies that utilized this system and how the system would function for the College. There are other colleges in Illinois that utilize this

system. Follow up research will be completed by the Business Office to see if this would be a good option for the College. A follow up meeting is to be held between the College's IT department and Paymerang's IT to understand the logic behind the program.

V. **New Business –** No New Business

VI. **Adjournment –** Motion made by Teale and seconded by Mandee
Meeting adjourned at 3:26 pm

Next meeting will be August 20, 2024