

## Internal Accounting Coordinator Report February 2024

3/6/2024

1. **Ehlers & Pierce:**

- a. Angie and I continue to work together to problem solve, answer questions that may arise, and get familiar with the chart of accounts.
- b. The 2024 budget has been entered and posted into Workhorse.

2. **Audit – Baker Tilly:**

- a. The virtual audit is still in process. They have had follow-up questions related to what has been submitted.
- b. I completed the 'to dos' from Vanessa to clean up some transactions in Workhorse for 2023. This took lots of time, but I am confident it will be a time-saver when the auditors are in house.

3. **Grants:**

- a. The CARES airport work was reimbursed so far to the total of \$7,508.80. There is a question of whether one of the invoices, totaling \$13,855, is eligible for reimbursement. I am in contact with the BOA regarding this.
- b. Upon completion of the CARES reimbursement, I will request reimbursement for the other awarded money from the two COVID relief funds. The deadline is mid-June.
- c. The Harbor Commission was awarded \$200,000 from the state budget for start-up costs related to the acquisition of the Madeline Island Ferry Line. I have submitted a reimbursement request for a little under \$100,000. They are processing the request now and I hope to hear back from them by the second week of March.

4. **Miscellaneous:**

- a. Michael Kuchta, Glenn Carlson and I had a meeting with Vanessa from Baker Tilly to establish new account codes for the Harbor Commission's work with MIFL. New account codes need to be set up to account for the new funds coming in from the ferry line's revenue.

Respectfully submitted,

*Lauren Burtaux*

Internal Accounting Coordinator

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