LINWOOD TOWNSHIP

ANOKA COUNTY
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Board of Audit Meeting
Meeting Minutes
Tuesday, March 3, 2026

Meeting called to order at 5:33pm by Jonn Olson, Chair
Pledge to the Flag
Roll Call

Commission members present:	Sam Cole, Lisa Henrickson, Dan Lametti, Andy Luedtke, Jonn Olson
Commission members absent:	NA
Staff present:	Billi Larson, Clerk; Alicia Morris, Treasurer
Staff absent:	NA
Attorney present:	NA
Residents present:	Sandy Lathrop

BUSINESS AGENDA

- Board of Audit
  - MAT – Board of Audit Checklist
  - Disbursements
  - Receipts
  - Bank Statements
  - Budget Related

Discussion:

- Clerk, Billi Larson, noted that the township is transitioning into a new financial software.
- The MAT Board of Audit checklist was followed to prepare the financial documentation.
- The clerk requested that the board choose a minimum of three receipts for which staff will pull all documentation for those receipts so the board can see the process from beginning to end. This information will be presented to the board at the Town Board Meeting prior to the Annual

Meeting on March 10, 2026.

- Abdo advised the clerk and treasurer that other townships' Board of Audit meetings are very different from Linwood Township's Board of Audit meetings. Abdo provided a list of things that can be improved moving forward.

Motion to accept financial reports from staff by Jonn Olson, seconded by Dan Lametti. Sam Cole abstained. Lisa Henrickson, Dan Lametti, Andy Luedtke, and Jonn Olson voted aye. Motion carried. (4-1-0)

The next Regular Town Board Meeting is scheduled for March 10, 2026, 5:30pm

Motion by Lisa Henrickson to adjourn, seconded by Andy Luedtke.
All ayes. Motion carried. (3-0). Meeting adjourned at 6:07pm.

Respectfully submitted by Linda Hurtley, Contract Office Assistant

Minutes Approved: April 14, 2026

Chairperson: _____
Jonn Olson

Julie Darnell
Interim Clerk