



July 23, 2024

Town Clerk – Michelle Oeser

The Clerk's / Finance report reflects updates provided by individual Staff members.

Hannah

- Budget 2025 is underway! Meetings with department heads and their teams have been scheduled. There has been a great response to others wanting to learn and be active in meetings!
- Processes have been updated for the year to include more Excel tracking versus paper. This also gives department heads, and everyone wanting to learn budgeting, the opportunity to have access to real-time data.

Allison

- There is no report from Allison this week, she has been out of the office at the Clerk's Institute.

Harmony

- We are still working through the website accessibility audit that we received. We will be scheduling a meeting with Allyant to go over it in more detail.
- The rough draft of our official accessibility plan has been submitted to Allyant. Once I receive their feedback and make the necessary changes, it will then be submitted to management for review.
- Our website email subscription list was not converted with the website upgrade. I am working with CivicPlus to get those emails switched over so our citizens will start receiving notifications again. In the meantime, everyone is welcome to sign up on the updated website to receive email notifications sooner than later. Please visit www.townofelizabeth.org and hit Subscribe at the bottom of the main page.

Michelle

- Information on the upcoming election will be included in the August newsletter, posted on the Town website, social media, newspaper, and at Town Hall.
- On Wednesday, Staff had their Annual BBQ. This year the Police Department hosted the get-together.
- Quick reminder of the upcoming Senior Luncheon event on July 24th at 11:00 am. Chief Engel will be speaking on Fraud. The Fire Department will also be providing free blood pressure checks and EPIC Cards. If you would like to attend please RSVP. It would be helpful if you share this with others.
- Thank you for the kind words of support this week.