

Finance Committee Meeting
September 3, 2024 6:00 PM, virtual

Attendance: Kirk Waite, Barclay Morris, Peter Zamore, Elisabeth Nance, Bill Irwin, Catherine Dimitruk (staff), Bethany Remmers (staff) and Amy Adams (staff)

Additions or changes to the agenda

There were no additions or changes to the agenda.

FY26 Municipal Assessment Rate

The committee discussed the FY 26 municipal assessment rate. The rate has stayed consistent at a planned 3% rate. K. Waite commented that the Commission is in good financial shape to recommend to the Board the 3% option.

B. Morris moved to approve the proposed rate to the Board. E. Nance seconded. Motion carried.

FY 24 Audit Schedule

K. Waite asked the tentative schedule for the FY24 audit. A. Adams is working with RHR Smith on finalizing a date, contract states by September 30th the fieldwork is to be done and by October 30th a draft to be presented. Committee asked for a copy of the RFP to be emailed to each.

Facilities Maintenance and Improvement Plan

B. Remmers gathered ideas from the Committee as to how they would approach to layout a plan. The Committee's goals, involvement, prioritization of items, and a preliminary list of items. The committee asked for a plan at the November meeting. B. Morris recommended inviting K. Grenier to join as he will be a big part of gathering the list of improvements for the building.

Potential meeting dates for the upcoming year

The Committee discussed consistent potential dates that work for members and don't interfere with other commitments. K. Waite recommended the 1st Tuesday at 6 PM. B. Remmers will set up meeting invites for all dates.

Member and staff announcements

B. Morris was concerned with the even number for the Committee. K. Waite recommended B. Remmers review the Bylaws to see if the Chair could be a non-voting member.

B. Morris moved to adjourn. E. Nance seconded. The meeting adjourned at 6:42 PM.