

Minutes from Finance Committee Meeting
5/26/2016

Chairman Laurene Wessel called the meeting to order at 7 PM in the Annex. In attendance were Wally Hess, William Wagner, Ian Crown, June Michaels and later, Melissa Tingley.

We voted to approve the minutes of April 19th.

We voted unanimously to approve the following transfers:

- 1. \$850 from Election Officer Wages to Training & Development.**
- 2. \$3000 from Unemployment Insurance to Human Resources Operating Expenses.**
- 3. \$1125 from Patrolmen's Wage to Police Custodian.**

We discussed the process to be used for granting reserve transfer requests in the future. On the one hand we want to make sure that requests and decisions are made before the requesting department commits to spending the money. On the other hand we want to make sure that we receive enough information from the requesting department so that we can make good decisions. It is difficult to apply this reasoning to legal fees, since the requesting department often needs to hire lawyers before the dollar amount requests can be determined. Since our attorneys provide monthly invoices, we agreed to approve the necessary reserve requests based on invoices as received. We did not vote on any change to our existing process.

The meeting adjourned at 8:09 PM.