



TOWN OF KILMARNOCK
Council Committee Notes –Admin\Finance

Date: March 1, 2013 **Time:** 8:30 AM **Location:** Town Hall

Town Council Member Attendees:

X = present

- Chair:** Council Member William Smith ___
- Council Member Shawn Donahue ___
- Council Member Howard Straughan ___
- Council Member Rebecca Tebbs Nunn ___
- Mayor Raymond Booth (ex-officio) ___

Town Staff Attendees:

- Town Manager Tom Saunders ___
- Asst. TM Susan Cockrell ___
- Treasurer Judy Stevens ___

Visitors:

Discussion items:

1. Discuss remaining items related to purchase of 1 N. Main Street.
2. Staff to provide an update on municipal software installation and consideration of use of electronic signatures with AP checks.
3. Review resolution for statewide local government education week: APRIL 1-7, 2013.
4. Discuss research on the status of unauthorized use of T of K letterhead.
5. Discuss research on peddler’s fees and usage.
6. Discuss replacing Robert’s Rules of Order with a locally based set of protocols-(Lynchburg example)
7. Enter into Closed session to discuss matters covered under FOIA 2.2-3711(A)(1) Personnel.

FYI Only:

Recommendations to Council:

Action item(s):

Recommended for further study: