



TOWN OF KILMARNOCK
Council Committee Notes –Admin\Finance

Date: May 6, 2013 **Time:** 8:30 AM **Location:** Town Hall

Town Council Member Attendees:

X = present

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

Town Staff Attendees:

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

Visitors: Audrey Thommason, Rappahannock Record

Discussion items:

1. The committee voted to appoint Howard Straughan as the committee chair.
2. The committee discussed donation requests for FY13 as well as approaches for FY14's proposed budget. The committee will continue to work on a formal process for FY14 so that there is more consistency and a clearly developed approach to funding non-profit requests, agreeing to differentiate between core service providers and other non-profit organizations. The committee voted 3-1 to recommend a \$1,000 donation to the Kilmarnock Museum for FY 13.
3. Staff provided an update on our municipal software transition which is complete except for tax preparations in the fall.
4. The committee reviewed the accounts payable payments since the Town Council meeting and approved them (\$36,616.42).
5. The committee asked the Town Manager to respond to a letter from a local business.

FYI Only:

1. The Town has received a rebate from VEPGA dues.
2. The subcommittee will move its June meeting to the first Monday @ 8:30AM, followed by Water\Sewer and Town Centre.

Recommendations to Council:

Action item(s):

1. Approve disbursements from April 15th to May 19th 2013.
2. Recommend a \$1,000 donation to the Kilmarnock Museum for FY 13.

Recommended for further study: