



TOWN OF KILMARNOCK
Council Committee Notes – Administration and Finance

Date: August 7, 2009 **Time:** 8:30 am **Location:** Town Hall **Chair:** Council member Paul Jones

Attendees: Council members Paul Jones and Howard Straughan, Town Manager Tom Saunders,

Notes on Discussions:

1. Discussed Bright System accounting software strengths and weaknesses. TM Saunders reported that he has scheduled a couple training sessions for the upcoming month to give him an improved understanding of what the software can and cannot do as far as management accounting is concerned.
2. Discussed the town's organizational chart and whether any changes are needed.
3. Discussed requests for funding by local non-profit organizations. Committee expressed the opinion that life safety groups like fire department, rescue squad and hospital that stand by to serve all citizens deserve priority consideration.
4. Reviewed status of Town's reserve accounts in the Local Government Investment Pool. Committee asked staff to research how these funds are invested and to advise as to whether any changes are warranted.

Recommendations to Council:

Approve disbursements as submitted by staff. (√)

Recommended for further study:

- Staff to present summary of non-profit funding requests to Council.
- Investment strategy for Town's reserve fund accounts.