

MEMORANDUM

Administrative Services

Town Clerk

Risk Management

Human Resources

TO: Robert Middaugh, Town Administrator
FROM: Janet Gale, Office Assistant
THROUGH: Barbara McDaniel, CMC/AE, Assistant Town Clerk
THROUGH: Gail Reinfeld, CMC/AE, Administrative Services Director
DATE: November 5, 1999
SUBJECT: Budget Advisory Committee

Resolution R-95-350 reestablished the Budget Advisory Committee and provided one year terms for its members. The current term expires in December 1999.

Each Councilmember has one exclusive appointment. Insofar as possible, members shall have experience in financial related occupations or similar skills. The current Board consists of the following members:

<u>Member</u>	<u>Appointed by</u>	<u>Absences</u>
Dan Barr	Weiner	0
David Brown	Venis	0
Ellen Christopher	Paul	1
John Pisula	Cox	2
Terry Santini	Bush	1

Please note that the Board has held five meetings during its current term with at least one more planned (Nov. 18th), and that none of the members have abstained from voting. Four meetings were cancelled due to lack of a quorum.

Also, please be reminded that pursuant to FSS 112.3145(7), appointing officials (Council) shall notify each newly appointed official (which is defined to include appointees to a board) of his/her duty to comply with disclosure requirements prior to the date of the appointment.

I would appreciate it if these appointments could be placed on the Council agenda at your earliest convenience.

c: Town Council
Barry Webber