



## Budget and Finance Committee Agenda

Meeting Date: June 7th, 2019

Time: 1:00pm

Location: Wollaston Township Committee Chambers

#	Item	Person Responsible	Time
1	Welcome & Call the Meeting to Order	Chair	
2	Declaration of Conflict of Interest	All	
3	Approval of Minutes Dated: May 3 <sup>rd</sup> , 2019	All	
4	Business Arising from the Minutes		
5	Report from the Chair	Luke Mellors	5 min
6	Council Liaison	Darlene Colton	5 min
7	Updates from Staff a) Introduction of Treasurer and Budget Overview b) Review Of Procurement Policy	Dylinna Brock/Treasurer  Dylinna Brock	20 min
8	Updates from Members a) Asset Management Plan b) Grant Update	Mike Mehak Roxanne Lambert	15 min 15 min
9	Items for Discussion, Action or Decision a) Works Department Procurement b) Discussion on guidelines and policy for spend recommendations by Committee c) Work plan review and update d) Volunteer Hours logging e) Fundraising ToR Subcommittee f) Revenue Discussion - Ideas	Rick Fox Luke Mellors  Roxanne Roxanne Roxanne All	15 min 15 min  10 min 5 min 5 min 10 min
10			
11	New Business		
12	Check In & Closing		

Next Meeting Date: