

***Budget Advisory Committee
Town of Temple, NH***

Meeting Minutes

4 April 2012

I. Call to order

Steve Andersen called to order the regular meeting of the BAC at 7:03 PM on 4 April 2012 in The Town Hall.

II. Attendance

The following members of the BAC were present: Steve Andersen (Chair), Mike Darnell (Ex Officio), Brian Kullgren, Luke Peterson, Gary Scholl (Minute Taker)

The following members of the BAC were absent: Stacy Caswell, Mike Davidson

III. Approval of minutes from last meeting

The minutes from the last meeting, 7 March 2012, were reviewed and approved without changes.

IV. Agenda Items

a) Election of Officers:

1. Brian Kullgren nominated Steve Andersen for Chairman; Gary Scholl seconded the nomination and Steve was unanimously elected.
2. Steve Andersen nominated Gary Scholl for Note Taker and Deputy Chairman; Luke Peterson seconded the nomination and Gary Scholl was unanimously elected.

b) Committee Housekeeping:

1. Steve Andersen proposed that a draft of the meeting minutes and requests for agenda items be emailed to the Chairman to be available for distribution to all committee members on the Saturday following each meeting. This was unanimously approved.
2. It was further agreed that the note taker would email the approved minutes to Betsy Perry for inclusion in the book maintained at the Municipal Building.

Action: Steve Andersen to provide Gary Scholl with the email address.

3. Steve Andersen proposed that Gary Scholl would present the BAC budget to the BOS prior to the first Wednesday in February. Following discussion, this too was unanimously approved.

c) Workshop with Town Treasurer:

1. In the past it has been instructional for new and senior members to have an opportunity to discuss the municipal accounting practices and reporting used by Temple. Steve Andersen offered to again setup a workshop with the Town Treasurer to be held some time during the summer. This was unanimously approved.

- a. **Action:** Steve Andersen to contact Shannon Kelley and notify the committee of the proposed date.

d) Next Meeting:

1. Steve Andersen proposed that the next official meeting of the BAC would be held on the third Wednesday in August and the agenda for that meeting would be to set the fall schedule for interviews with the department heads. Following discussion it was unanimously agreed that this would allow sufficient time to meet the budget submittal deadline of the first Wednesday in February.

V. New business

There was no new business.

VI. Adjournment

Steve Andersen adjourned the meeting at 8:03PM.

Minutes submitted by: Gary Scholl

Minutes approved by BAC: 19 September 2012