

Marin/Sonoma
Mosquito & Vector Control District
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BOARD OF TRUSTEES

BUDGET COMMITTEE MEETING

DATE: Thursday December 1st, 2022
TIME: 2:00 P.M. to 3:15 P.M.
LOCATION: Zoom Meeting ID: 859 9681 9799 Passcode: 843421 Click [here](#) to join the meeting.
Teleconference Option: 1-669-900-9128

1. ROLL CALL

Shaun McCaffery, Chair
Gail Bloom, Vice-Chair
Pamela Harlem
Susan Hootkins
Ranjiv Khush
Carol Pigoni

Ex-Officio:
Laurie Gallian, President

2. PUBLIC TIME

*Public Time is time provided so the public may make comment on any item **not on the agenda.***

*Please limit your comments to **three (3) minutes** per person or **twenty (20) minutes** per subject in total so that all who wish to speak can be heard.*

3. NEW BUSINESS

A. Brief overview by staff (Dana) on the current financial situation year to date.

B. Proposed Revisions to Board Policy 5020, Payroll Direct Deposit Policy and Procedures.

Recommended Action: Committee to discuss staff's draft revisions to the existing policy. Give direction to staff and consider making a recommendation to the Board at a future meeting.

C. Review of proposed revisions and additions to Board Policy Manual: Policy 4010, Fixed Asset Control and Management (new); 4060, Fraud Prevention and Investigation (new); 4065, Internal Fiscal Controls (new); and Policy 5010, Check Handling Procedures and Signature Authority (proposed revisions). See attached staff report.

Recommended Action: Committee to discuss the proposed policies, provide direction to staff, and consider making a recommendation to the Board at a future meeting.

D. Report by staff (Phil & Dana) regarding the transition currently underway in the Financial Office, including future recruitment plans. (Informational item). See attached staff report.

4. OPEN TIME FOR COMMITTEE OR STAFF COMMENTS

5. SET DATE AND TIME OF NEXT MEETING

6. ADJOURNMENT