



## Item No. 6 Town of Atherton

### **FINANCE COMMITTEE STAFF REPORT**

**TO: FINANCE COMMITTEE**

**FROM: ROBERT BARRON III, FINANCE DIRECTOR**

**DATE: JULY 14, 2015**

**SUBJECT: DISCUSS AND ESTABLISH MEETING SCHEDULE FOR FY 2015/16 OF THE FINANCE COMMITTEE**

#### **RECOMMENDATION**

Discuss and establish regular meeting schedule for the Finance Committee for FY 15/16

#### **BACKGROUND**

The Finance Committee of the Town of Atherton consists of seven members. It consists of two (2) council members and five (5) appointed qualified resident members that are appointed by the City Council. The City Council Members on the Committee serve as liaisons to Committee and do not serve as voting members. The Finance Committee meets every other month on the second Tuesday of the month. As part of the Town resolution governing Town committees, each committee shall establish a regular meeting schedule on an annual basis in July. Attached is a calendar for currently designated meeting times for the Finance Committee for FY 15/16. The Finance Committee is tasked to discuss and set its meeting dates. The purpose is to update and establish a meeting schedule for the upcoming year, of which meetings will be set on the Town website. Once the schedule is set, any changes in the dates or time of meetings from the established schedule may be made by a majority vote of the committee.

#### **FINDINGS**

Staff has reviewed and provided a calendar of meeting dates. The following are Finance Committee meeting dates which are held on the second Tuesday of every other month and is as follows:

September 8, 2015  
November 15, 2015  
January 12, 2016  
March 8, 2016  
May 10, 2016  
July 12, 2016

The committee should review and discuss the availability of these dates as we proceed to set the calendar for Fiscal Year 15/16. Any meetings held other than a regularly scheduled meeting will be posted as a special meeting of the Finance Committee.

**FISCAL IMPACT**

None

**ATTACHMENTS**

2015-2016 Calendar

# July 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 FINANCE COMMITTEE MEETING	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

# August 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

# September 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8 FINANCE COMMITTEE MEETING	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

# October 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

# November 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10 FINANCE COMMITTEE MEETING	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

# December 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



# January 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12 FINANCE COMMITTEE MEETING	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

# February 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

# March 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8 FINANCE COMMITTEE MEETING	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

# April 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

# May 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10 FINANCE COMMITTEE MEETING	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# June 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

# July 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12 FINANCE COMMITTEE MEETING	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						