Moraga Audit and Finance Committee

MEETING AGENDA

October 25, 2010
5:00 – 7:00 p.m.
The Garden Conference Room at the Hacienda de las Flores
2100 Donald Drive
Moraga

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

This part of the agenda is to receive public comments on matters that are not on this agenda. Comments received will not be acted upon at this meeting and may be referred to a subcommittee for response. Comments should not exceed three minutes.

4. REVIEW AUDIT AND FINANCE COMMITTEE (AFC) CHARTER AND CONSIDER ESTABLISHING REGULARLY SCHEDULED AFC MEETINGS

A) Review Revised January 24, 2007, AFC Charter; Consider Establishing Regularly Scheduled Meetings
B) Discussion
C) Recommendation to Council

5. REVIEW VOLUNTEER RECRUITMENT PLAN

A) Review Volunteer Recruitment Plan
B) Discussion
C) Recommendation to Council

6. REVIEW INVESTMENT UPDATE AND CASH REPORT

C) Review Investment Update and Cash Report
D) Discussion
C) Recommendation to Council

7. REVIEW 1st QUARTER BUDGET-TO-ACTUAL REPORT

A) Review 1st Quarter Budget-to-Actual Report
B) Discussion
C) Recommendation to Council

8. REVIEW PURCHASING ORDINANCE AND RECOMMEND TOWN MANAGER SIGNING AUTHORITY

A) Review Purchasing Ordinance and Town Manager Signing Authority
B) Discussion
C) Recommendation to Staff

9. ADJOURN

Notices of Audit and Finance Committee meetings are posted at the Hacienda (2100 Donald Drive), the Moraga Commons, and the Moraga Public Library. Copies of the agenda packets can be viewed prior to the meeting at the Town Clerk's Office, 329 Rheem Blvd. The Town of Moraga will provide special assistance for disabled citizens upon at least 24 hours advance notice to the Town Clerk (376-2590). If you need sign language assistance or written material printed in a larger font or taped, advance notice is necessary. All meeting rooms are accessible to disabled.