

MEMORANDUM

September 4, 2019

TO: Finance Committee

FR: Ryan D. Pelletier, County Administrator

RE: Annual Organizational Meeting of the Finance Committee (Public Meeting)

Pursuant to Article V, Section 2 of the County Charter, an organizational meeting of the Finance Committee will be held on Wednesday, September 11, 2019 at 11:00 a.m. in the **ADMINISTRATIVE HEARING ROOM – CARIBOU COURTHOUSE – CARIBOU.**

The primary purpose of this meeting is to elect our officers for the upcoming budget process. I will also review the status of current year budgets and budgets for the upcoming year.

AGENDA

1. CALL TO ORDER.
2. APPROVAL OF DECEMBER ,10 2018 BUDGET HEARING MINUTES.
3. ELECTION OF OFFICERS: CHAIR, VICE-CHAIR, SECRETARY.
4. ADOPTION OF RULES, PROCEDURES AND BYLAWS.
5. REVIEW OF EXPENDITURES AND FINANCIAL STATUS FOR CURRENT YEAR FOR COUNTY, UNORGANIZED TERRITORY AND JAIL BUDGETS.
6. ITEMIZED FINANCIAL ESTIMATES AND INITIAL BUDGET REQUESTS FOR 2020 COUNTY BUDGET, FISCAL YEAR 2020-2021 UNORGANIZED TERRITORY BUDGET, AND FISCAL YEAR 2020-2021 JAIL BUDGET.
7. REVIEW SCHEDULE OF BUDGET DEVELOPMENT PROCESS, BUDGET WORK SESSIONS, FINANCE COMMITTEE MEETING, AND PUBLIC HEARING.
8. QUESTIONS AND COMMENTS FROM FINANCE COMMITTEE MEMBERS AND COUNTY COMMISSIONERS.
9. OTHER BUSINESS.
10. ADJOURNMENT.

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Sherrill Campbell will be calling you as a reminder and to get a head count for lunch. It is imperative that we have a quorum for this meeting.

I am looking forward to seeing you all on the 11th!

cc: County Commissioners
Sandra Fournier
Christina Theriault