

Finance Committee Meeting Minutes

MEETING DATE AND TIME: Wednesday, September 18, 2024, at 7:00 pm

MEETING LOCATION: Buzz Ware Village Center,
2119 The Highway, Arden, Delaware, 19810

ATTENDEES

Lorna Lee – Finance Chair
Lindsey Mix – Committee member
Ken Rosenberg – Committee member
Don Lipari – ArdenCroft Treasurer

CALL TO ORDER

Lorna Lee called the meeting to order at 7:00 pm

REVIEW AND APPROVAL OF MINUTES

N/A - first official meeting

UNFINISHED BUSINESS

N/A - first official meeting

NEW BUSINESS

Clarify who is taking Committee minutes; who is writing reports for Village Assembly
Ken Rosenberg is taking minutes. Lorna Lee will write the reports.

New email

finance@ardencroft.gov is a new group email which when used, automatically sends mail to the personal email addresses of each individual member of the Finance committee. The email is also stored in the Finance committee's Google group mailbox. This is useful for archival searches by committee members and provides a documentation trail for any future FOIA requests.

Review bank statements with Treasurer Don Lipari

Don gave a slide presentation of the Treasurer's duties, his methods of record-keeping (both electronically using a hierarchy of folders in Google documents and via hardcopy). He reviewed the Fulton Bank application where electronic transactions are created and stored, and the committee reviewed the items in the physical checkbook. Don explained the fiscal year period starting and ending dates and showed the reports that he creates for agencies like MSA (Delaware municipal street aid) and other organizations. Don also discussed the new interest account that he created with Fulton bank in March of 2023 and the interest that has been gained since the account was created.

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Discuss how to carry out duties of the now-defunct Assessors Committee

Don and Lindsey reviewed the history of the Assessors Committee and past considerations that were brought up with the Ardencroft Directors. Several draft questions were formed for future discussions with the Directors.

PUBLIC COMMENT

There was no public comment.

NEXT SCHEDULED MEETING

October 23, 2024

ADJOURNMENT

Lorna Lee adjourned the meeting at 8:20 pm.

Respectfully submitted,

Ken Rosenberg