



Item No. 6 Town of Atherton

FINANCE COMMITTEE STAFF REPORT

TO: FINANCE COMMITTEE

FROM: ROBERT BARRON III, FINANCE DIRECTOR

DATE: JULY 16, 2019

SUBJECT: DISCUSS AND ESTABLISH MEETING SCHEDULE FOR FY 19/20 OF THE FINANCE COMMITTEE

RECOMMENDATION

Discuss and establish regular meeting schedule for the Finance Committee for FY 19/20

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. Each Town 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 19/20.

The Finance Committee currently meets every other month on the second Tuesday of the month. 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 established 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

The Finance Committee is tasked to discuss and set its meeting dates. 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 10, 2019

November 12, 2019

January 14, 2020

March 10, 2020

May 12, 2020

Discuss & Establish meeting schedule

July 16, 2019

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July 14, 2020

The committee should review and discuss the availability of these dates as we proceed to set the calendar for Fiscal Year 19/20. This is to also assist committee members establish meetings on their calendars.

There are also potential joint budget study sessions with the City Council on Wednesday April 1, 2020 and May 6, 2020.

Any meetings held other than a regularly scheduled meeting will be posted as a special meeting of the Finance Committee.

FISCAL IMPACT

None

ATTACHMENTS

2019 Calendar

2020 Calendar

2019 Calendar

January						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	31		

February						
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April						
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May						
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June						
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July						
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August						
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September						
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CalendarDate.com

- Tuesday January 1 – **New Year's Day**
- Monday January 21 – **Martin Luther King Day**
- Thursday February 14 – **Valentine's Day**
- Monday February 18 – **Presidents Day**
- Sunday March 10 – **Daylight Savings Starts**
- Sunday March 17 – **St. Patrick's Day**
- Sunday April 21 – **Easter**
- Sunday May 5 – **Cinco de Mayo**
- Sunday May 12 – **Mother's Day**
- Monday May 27 – **Memorial Day**

- Sunday June 16 – **Father's Day**
- Thursday July 4 – **Independence Day**
- Monday September 2 – **Labor Day**
- Sunday September 8 – **Grandparents Day**
- Monday October 14 – **Columbus Day**
- Thursday October 31 – **Halloween**
- Sunday November 3 – **Daylight Savings Ends**
- Monday November 11 – **Veterans Day**
- Thursday November 28 – **Thanksgiving**
- Wednesday December 25 – **Christmas**

2020 Calendar

January						
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March						
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April						
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May						
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June						
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July						
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August						
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September						
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October						
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November						
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CalendarDate.com

- Wednesday January 1 – **New Year's Day**
- Monday January 20 – **Martin Luther King Day**
- Friday February 14 – **Valentine's Day**
- Monday February 17 – **Presidents Day**
- Sunday March 8 – **Daylight Savings Starts**
- Tuesday March 17 – **St. Patrick's Day**
- Sunday April 12 – **Easter**
- Tuesday May 5 – **Cinco de Mayo**
- Sunday May 10 – **Mother's Day**
- Monday May 25 – **Memorial Day**

- Sunday June 21 – **Father's Day**
- Saturday July 4 – **Independence Day**
- Monday September 7 – **Labor Day**
- Sunday September 13 – **Grandparents Day**
- Monday October 12 – **Columbus Day**
- Saturday October 31 – **Halloween**
- Sunday November 1 – **Daylight Savings Ends**
- Wednesday November 11 – **Veterans Day**
- Thursday November 26 – **Thanksgiving**
- Friday December 25 – **Christmas**