



## Item No. 6 Town of Atherton

### **FINANCE COMMITTEE STAFF REPORT**

**TO: FINANCE COMMITTEE**

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

**DATE: SEPTEMBER 15, 2021**

**SUBJECT: DISCUSS AND ESTABLISH MEETING SCHEDULE FOR FY 21/22 OF THE FINANCE COMMITTEE**

#### **RECOMMENDATION**

Discuss and establish regular meeting schedule for the Finance Committee for FY 21/22

#### **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. This year, the July meeting was cancelled and therefore reviewing and setting the calendar for the remainder of the Fiscal Year. Attached is a calendar for currently designated meeting times for the Finance Committee for FY 21/22.

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:

November 9, 2021

January 11, 2022

March 8, 2022

May 10, 2022

July 12, 2022

The committee should review and discuss the availability of these dates as we proceed to set the calendar for Fiscal Year 21/22. 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 6, 2022 and May 4, 2022.

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

**FISCAL IMPACT**

None

**ATTACHMENTS**

2021 Calendar

2022 Calendar

# 2021 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	20	21	22	23
24	25	26	27	28	29	30
31						

February						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28						

March						
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April						
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May						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June						
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13	14	15	16	17	18	19
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27	28	29	30			

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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December						
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CalendarDate.com

- Friday, January 1 – **New Year's Day**
- Monday, January 18 – **Martin Luther King Day**
- Sunday February 14 – **Valentine's Day**
- Monday February 15 – **Presidents Day**
- Sunday March 14 – **Daylight Savings Starts**
- Wednesday March 17 – **St. Patrick's Day**
- Sunday April 4 – **Easter**
- Sunday May 9 – **Mother's Day**
- Monday May 31 – **Memorial Day**

- Sunday June 20 – **Father's Day**
- Sunday July 4 – **Independence Day**
- Monday September 6 – **Labor Day**
- Monday October 11 – **Columbus Day**
- Sunday October 31 – **Halloween**
- Sunday November 7 – **Daylight Savings Ends**
- Thursday November 11 – **Veterans Day**
- Thursday November 25 – **Thanksgiving**
- Saturday December 25 – **Christmas**

# 2022 Calendar

January						
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February						
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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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December						
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CalendarDate.com

- Saturday, January 1 – **New Year's Day**
- Monday, January 17 – **Martin Luther King Day**
- Monday February 14 – **Valentine's Day**
- Monday February 21 – **Presidents Day**
- Sunday March 13 – **Daylight Savings Starts**
- Thursday March 17 – **St. Patrick's Day**
- Sunday April 17 – **Easter**
- Sunday May 8 – **Mother's Day**
- Monday May 30 – **Memorial Day**

- Sunday June 19 – **Father's Day**
- Sunday June 19 - **Juneteenth**
- Monday July 4 – **Independence Day**
- Monday September 5 – **Labor Day**
- Monday October 10 – **Columbus Day**
- Monday October 31 – **Halloween**
- Sunday November 6 – **Daylight Savings Ends**
- Friday November 11 – **Veterans Day**
- Thursday November 24 – **Thanksgiving**
- Sunday December 25 - **Christmas**