

**City of Port Jervis**  
**Finance/Insurance Committee**  
**Minutes for Meeting March 25, 2015**

Present: Frank Bell, David Bavoso, and Kevin Cunningham. Also in attendance were: George Belcher, and Robin Waizenegger, City Clerk Treasurer.

Absent: Stanley Siegel

Finance meeting opened at 6:00 p.m.

**Capital Review:** Mrs. Waizenegger re-addressed the issues with respect to the Capital Note indicating that she had communicated the committee's requests, recommendations and reductions with the respective department heads via e-mail. She noted that she also spoke personally with the Building Official and Fire Chief with respect to their reductions. She has not received adequate information from either of those parties to finalize the Capital Note issuance as per the committee's directive.

**Old Business:** Mrs. Waizenegger noted that the internal audit will be delayed due to the on-going issues in her department associated with multiple staff turnovers. The turnovers have necessitated Mrs. Waizenegger to focus on on-going operations to the sacrifice of her own duties.

**New Business:** Mrs. Waizenegger requested of the committee that our insurance broker attend the next finance meeting to review the insurance renewal proposals for the 15-16 policy period which begins May 22<sup>nd</sup> 2015.

**Public Comment:** None

**Executive Session:** None

Meeting adjourned at 6:15 p.m.

**Next Meeting:** Thursday April 30, 2014 at 6 p.m. which was changed to Wednesday April 29th at 6pm.