



Minutes

REGULAR MEETING
OF THE
FINANCIAL ADVISORY BOARD
Tuesday December 9, 2014, 7:00 p.m.
El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Avenue
El Cerrito, CA 94530

Chairperson Vranich convened the Financial Advisory Board meeting at 7:00 p.m.

Roll Call: Present: Boardmembers Kronenberg, Bartke, Patterson and Crump present.
Absent: None
Staff Liaison Present: Lisa Malek-Zadeh

1. Comments from the Public
No members of the public present.
2. Council Liaison Update
Council Liaison not present
3. Staff update
Ms. Malek-Zadeh discussed recent staffing changes in the Finance Department and the resignation of the Finance Manger, Geoff Thomas. The department will be reviewing all positions and likely reorganize some functions before recruiting for any positions.
4. Minutes for Approval
**Minutes from October 28, 2014 FAB meeting approved with correction of grammatical errors.
(Ayes: Bartke/Patterson/Kronenberg Abstain: Vranich/Crump)**
5. Purchasing policy review
Continued discussion on purchasing policy review. FAB agreed to develop a draft of the purchasing policy and incorporate internal procedures. Boardmember Patterson will present a first draft at next the meeting in January.
6. Discuss Agenda Items for the Next Meeting
Approve meeting minutes from May 13, 2014 and December 9, 2014
Receive Quarterly Investment Report
Review draft Workplan presentation

COMMUNICATION ACCESS INFORMATION

To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for the meeting, call Lisa Malek-Zadeh, Staff Liaison at 215-4312 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING to ensure availability.

City of El Cerrito Financial Advisory Board
Meeting Minutes

Review and possible action on revised Purchasing Policies

Meeting adjourned at 8:30 p.m.