

MEETING MINUTES

City of Salem Budget Committee

DATE: Monday, February 4, 2008
TIME: 5:30 PM
CHAIRPERSON: Chane Griggs

STAFF LIASON:
Debra Neville, Budget Officer
503-588-6049
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Kelley Jacobs, Budget Analyst
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1. **CALL TO ORDER** - Chairperson Chair Griggs

Chair Griggs called the meeting to order at 5:40pm.

2. **ROLL CALL**

Absent: Member Sullivan, Member Clem

- a. Pledge of Allegiance led by Member James

3. **APPROVAL OF MEETING AGENDA**

Motion: Move to approve meeting agenda

Motion by: Member Whitney
Seconded by: Member Green

Action: Motion Passed

Vote:
Aye: Unanimous
Nay:
Abstentions:

4. **MINUTES**

- a. Minutes from December 10, 2007 Budget Committee Meeting

Motion: Move to approve the City of Salem Budget Committee minutes dated December 10, 2007.

Motion by: Member Whitney
Seconded by: Member Freed

Action: Motion Passed

Vote:
Aye: Unanimous
Nay:
Abstentions:

5. CORRESPONDENCE

6. HANDOUT MATERIAL

- a. Proposed Department review schedule presented by Debra Neville
Information only
- b. FY 2007-08 Second Quarter Financial Report presented by Debra Neville and Linda Norris.
Information only

Questions or comments by: Member James, Member Taylor, Member Rogers, Member Nanke, Member George.

7. ELECTION OF OFFICERS

- a. Chairperson

Motion: Move to appoint Member Laura Tesler as Chairperson.

Motion by: Member Whitney
Seconded by: Member Rogers

Action: Motion Passed
Vote:
Aye: Unanimous
Nay:
Abstentions:

- b. Vice-chairperson

Motion: Move to appoint Member Virginia Green as Vice-Chairperson.

Motion by: Member Whitney
Seconded by: Member Griggs

Action: Motion Passed
Vote:
Aye: Unanimous
Nay:
Abstentions:

c. Secretary

Motion: Move to appoint Member Dan Clem as Secretary.

Motion by: Member Griggs
Seconded by: Member Nanke

Action: Motion Passed

Vote:
Aye: Unanimous
Nay:
Abstentions:

8. ADOPTION OF DEPARTMENT REVIEW SCHEDULE (Agenda item 6.a.)

Motion: Move to approve the proposed review schedule.

Motion by: Member Nanke
Seconded by: Member Whitney

Action: Motion Passed

Vote:
Aye: Unanimous
Nay:
Abstentions:

9. GOAL SETTING/POLICY DISCUSSIONS

This is an opportunity for the Budget Committee members to discuss goals, concerns and general policies.

Motion: Move to transfer \$40,000 from Cultural and Tourism Fund Contingency to the Historic Facility Major Maintenance Reserve Line Item of the Cultural and Tourism Fund, as was previously earmarked by the Budget Committee on May 16, 2007.

Motion by: Member Strozout
Seconded by: Member Nanke

Comments and Questions: Member Nanke, Member DeHart, Member Bennett, Member Green, Member Rogers, Member Nanke

Action: Motion Passed

Vote:
Aye: Unanimous
Nay:
Abstentions:

10. PUBLIC TESTIMONY FOR FUTURE BUDGET ISSUES

The Budget Committee has set aside time for public comment to address items not on the agenda. A total of twelve (12) minutes will be allotted for testimony on future budget issues. Each individual testifying will be limited to no more than three (3) minutes.

11. OTHER BUSINESS

12. ADJOURN

The meeting was adjourned at 6:47pm by Chair Laura Tesler.

Respectfully submitted,

Debbie Nealy
Minutes Recorder