

TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424
BOARD OF FINANCE
ORGANIZATIONAL SPECIAL MEETING
Monday, November 18, 2019
EH Middle School Library

Approved Minutes

Present: Matthew Bennington, Wes Jenks, Ted Turner, Bob Hein, Alannah Coshow, Richard Brown and Eric Peterson

Other attendee(s): Jeffery M. Jylkka: Director of Finance

1. The Finance Director called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

2. Nominations and Election of Chairperson

Upon a request from the Finance Director for nominations, *Mr. Turner made a motion to nominate Mr. Bennington for Chairperson. The motion was seconded by Mr. Jenks.*

Vote: 6-0-1 (Mr. Bennington). Motion Passed.

3. Nominations and Election of Vice Chairperson

Upon a request from Chairman Bennington for nominations, *Mr. Hein made a motion to nominate Mr. Jenks for Vice Chairperson. The motion was seconded by Mr. Turner.*

Vote: 6-0-1 (Mr. Jenks). Motion Passed.

4. Rules of Procedure – Robert’s Rules

Upon a request from Chairman Bennington for a motion, *Mr. Hein made a motion to adopt Robert’s Rules as a guiding principle for rules of procedure (including meeting minute documentation). The motion was seconded by Ms. Coshow.* **Vote: 7-0. Motion Passed.**

5. Meeting Times and Dates for 2020

Mr. Jylkka presented the proposed dates and times for BoF Meetings for the 2020 calendar year. The proposal followed the same schedule as previous years (3rd Monday of the month or Tuesday when Monday is a holiday at 7:00 pm unless otherwise noted).

Mr. Turner made a motion to adopt the BOF Meeting times and dates as presented. The motion was seconded by Dr. Brown. **Vote: 7-0. Motion Passed.**

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6. Committee/Liaison Assignment Discussion

When provided with the list of Committees, Chairman Bennington asked if continuing Board Members would consider staying on Committees they have been representing and new Board Members consider taking over committee assignments previously held by outgoing Board Members. While assignments for most committees will be confirmed at the December 16, 2019 Regular Meeting, Chairman Bennington assigned Mr. Turner and Dr. Brown to represent the BOF on the Capital Committee.

7. Adjournment

A motion to adjourn was made by Mr. Hein and was seconded by Mr. Peterson.

Vote: 7-0. Motion Passed. Meeting adjourned at 6:36 pm.

Respectfully submitted,

Renee Bafumi
Recording Secretary