**January 2024 – Meeting Minutes**

**1/8/2024 –**

**Attendance:** Michael Bernardin, James Catrambone, Joshua Kennedy, Charles Welch

Unable to attend: Jamie Sensor

**Meeting Start Time:** Meeting commenced and called to order by Michael Bernardin at 19:35:00

**Discussion Items****:** Proposed 2024 Budget, yearly allocation for support from HT Fire District #1, website, election 2024, accounting engagement and miscellaneous items for consideration.

**2024 Budget:**

* Commissioners reviewed the annual budget. Remaining time under contract with HT Fire District #1 (Westmont Fire Company) is through 2025 with an evaluation of services and fees expected as expiration draws near. A planned increased allocation ($1000) in 2024 will be honored with the ’24 distribution.

**Financial Status**

* 1. Total revenues = **$ 114,009.19**
		1. Checking – $ 15,639.04
		2. Savings - $ 98,370.15
	2. **NOTES:**
		1. A reconciliation of December 2023 checks was satisfied.
		2. Treasurer MBernadin is in receipt of Q4 payment ($15,000) with deposit pending.
		3. Annual office rent payment will be appropriated by the end of January.
			1. England Asset Management LLC in Haddonfield (Dolores C. England)
			2. Motion to approve - MBernardin, 2nd - JKennedy. Motion carried

ACTION ITEMS:

1. Mike Bernardin to cut and send check #1042 for annual rent through Dec. 31, 2024 ($7,800).
2. **New Business**
	1. Webmaster Rob Plecha will be maintained in ’24; MBernardin will be main contact.
	2. Commissioner Election is February 17, 2024 (3rd Saturday in February).
		1. Commissioner Welch is up for re-election. The upcoming 2024 budget will be included for voters to examine.
		2. Ballots were reviewed and approved for printing.
		3. MBernardin will provide public notice to The Retrospect.
		4. Commissioners examined sample ballot and invoice from Color Source
		5. Mr. Glenn Gess to supervise election day proceedings. Compensation maintained at $300.

ACTION ITEMS:

1. Mike Bernardin to work with Retrospect.
2. Ensure ballots are completed and available for 2/17 election.
3. **Accounting:**
	1. Commissioners reviewed Sweet & Associates contract renewal valued at $3,774.
	2. Motion to approve- MBernardin, 2nd -CWelsh. Motion carried
4. **Adjourn 20:01:00 -**

**Next Meeting – February 5th, 2024 @ 7:00P**