

# *MONROEVILLE FINANCE AUTHORITY (MFA)*

## *Meeting Minutes*

October 20, 2015

### **I. Call to order**

The meeting of the Monroeville Finance Authority was called to order at 7:07pm. Conference room; Municipality of Monroeville Bldg.

### **II. Roll call**

Jim Brown conducted a roll call. The following members were present: Virginia Finnegan, Jim Brown, Debra Balcik, Robert Mycka (RJ) (one vacancy position)

**Solicitor:** Robert Sonnenberg

**Council Liaison:** Absent (Linda Gaydos)

**III. Approval of minutes from last meeting.** August 26, 2015, Approved by RJ, Second Virginia, approved by all.

**IV. Public comment on agenda:** No residents in attendance.

**V. Treasurer's report:** No formal report. Jim/Virginia are now on all accounts, Virginia to talk to bank about paper statements, contacting Sarah King at Huntington bank. 2 bills due to Maiello, Brungo & Maiello for July and August 2015 Motion to approved by Virginia, second Debbie, approved by all. Second check to Jim to cover large display check Motion to approve Virginia, second RJ, approved by all

**VI. Solicitor's Report:** Invoice UPMC 2013Bond and 2014BondReuquesting checks be forwarded to Virginia.

**VII. Financial Matters:** Discussion of RFP for audits, next one due June 2016. 3 Service Providers, selected by MFA with request for bid by December 31, 2015. 3 Year commitment, RJ to develop RFP. Motion to approve Debbie, Second RJ, approved by all.

**VIII. Old Business**

**Web page:** MFA approved Jim to meet with Mirage to discuss a more comprehensive contract to further outline the email server, who can make changes/update information and the procedure for updates. Agreed on MFA.PA.US as a web site. Spell out the term of 3-5 years with decided rates in our contract. Motion to approve by Virginia, second RJ approved by

**IX. Meeting Schedule 2016**

January 19, 2016, April 19, 2016 July 19, 2016, October 18, 2016 all meetings scheduled for 7pm. Jim to schedule time/dates with Municipality, confirm room and John Prorok to advertise.

**X. Next meeting,** January 19, 2016, 7 PM Monroeville Municipal building. John Prorok to advertise meeting time and place

**XI. Adjournment**

Adjourned at 8:51pm. Motion by Virginia Finnegan, second by Debbie Balcik, approved by all.

Minutes submitted by: Debbie Balcik, Secretary, MFA