

**MONROEVILLE FINANCE AUTHORITY (MFA)**  
**Meeting Minutes**

April 30, 2013

**I. Call to order**

The meeting of the Monroeville Finance Authority was called to order at 7:35pm on April 30, 2013. Conference room of Municipality of Monroeville Building.

**II. Roll call**

Virginia Finnegan conducted a roll call. The following members were present: Virginia Finnegan, Gary Pugliano, Rich Lopiccio (Mrs. Balcik had previously informed the Authority that a prior work commitment kept her this evening's meeting). Mr. Weikel arrived at approximately 7:45 PM.

**Solicitor:** John Prorok

**Council Liaison:** Bernard Erb absent

**Guest:** None

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

**IV. Business matters of the Authority**

**Financial Matters:**

The Treasurer's report presented by outgoing Treasurer Virginia Finnegan who will be turning the records over to Mr. Weikel, the new MFA Treasurer. Mrs. Finnegan reported no changes in the balance of the MFA account other than three bills to be presented.

Motion to approve the Treasurer's Report by Mr. Lopiccio, seconded by Mr. Pugliano. Voice vote was 3-0 in favor of approval.

Mrs. Finnegan presented the three new bills for approval.

Motion to approve payment of bills by Mr. Lopiccolo, seconded by Mr. Weikel. Voice vote was 4-0 in favor of approval.

There was a discussion about the selection of an auditor to fulfill the state legal requirement for the Authority's finances to be audited on a yearly basis. As a result of Mrs. Finnegan's research and authorization at the last meeting of the MFA to contact Maher-Duessel regarding cost and services, the Authority concurred that choosing Maher-Duessel, of good reputation with the Municipality along with reasonable cost (\$1,100 for 2012; \$1,100 for 2013; \$1,100 for 2014), would be the best course of action.

Motion to approve engaging Maher-Duessel for the MFA audit by Mr. Lopiccolo, seconded by Mr. Weikel. Voice vote was 4-0 in favor of approval.

**Solicitor's Report:**

Mr. Prorok advise the MFA that it needed to appoint a Right-To-Know officer to field questions from the public regarding records and proceeds of the Authority. By consensus discussion, the members decided to defer the appointment of the Right-To-Know officider in the event Mrs. Balcik as MFA secretary opted to take on that responsibility owing to her more frequent accessing and processing of records.

The solicitor advised the Authority that it needed very soon to establish the schedule of meetings per the by-laws. The tentative consensus was that the MFA should meet quarterly on the third Tuesday of January/April/July/ October. The Authority tasked the solicitor to draft an amendment to the by-laws with reflecting this intent. The members also agreed that the next meeting for consideration of the solicitor's recommended draft changes to the by-laws be held on Monday, May 13, 2013.

**Secretary's Report:**

Given that Mrs. Balcik is still researching the website construction, the Authority decided to defer discussion of the site until her considerations are complete.

**Public Comment:**

There being no further business before the Authority, Mrs. Finnegan asked if any members of the public cared to comment. None were present

**Next meeting:**

Monday, May 13, 2013 at 7 PM in the Monroeville Municipal building, room to be determined, but the Council conference will be asked for.

**Adjournment:**

Mr. Weikel made a motion to adjourn, seconded by Mr. Pugliano. Passed unanimously.

Minutes submitted by: Mr. Lopiccolo, acting for Mrs. Balcik