



**Citizens Audit Review & Financial Advisory Committee
Public Meeting
June 14, 2012 7:00PM**

Radnor Township Municipal Building
Finance Department, 2nd Floor
301 Iven Avenue, Wayne, PA 19087

Meeting Minutes

Committee Members Present:

Karl Bupp, Chairman
Mark Blair
Jerry Linden
Joe Ellis

Leigh Gourmand
Laurent Chardonnet
Jim Bowes

Absent: Ed Caine, Peter Novak

Staff: Bob Tate

Public: None

Meeting called to order by Chairman Bupp at 7:05 PM. Motion to approve minutes made by Mr. Ellis and seconded by Mr. Linden - motion passed 7-0.

Mr. Bowes provided initial update on the Pension / OPEB project with follow up from Mr. Bupp. A brief review of the original timeline and efforts to commence project were discussed and summary of the planning group's meeting on June 6th with the outside professionals and staff was provided. Discussion ensued regarding the planning group's role in leading the project. Also reinforced was the Township's support of the project and that a meeting will be held on June 27th with staff and outside professionals to assign tasks, define responsibilities and establish timelines.

Mr. Tate reported on the Act 511 business process and recommendations previously presented to and supported by the business process group on June 8th, 2012. Committee requested to review the proposed ordinance changes prior to presenting to the Commissioners. Committee was also informed of the resignation of the tax solicitor Brown & Silbergeld and that included on the agenda for Board meeting of Monday, June 18th was recommendation to appoint Grim, Biehn & Thatcher as tax solicitor.

Mr. Tate distributed copies of draft audit report and informed committee of Mr. White's planned presentation of the audit report highlights to the Board of Commissioners at the next scheduled meeting on Monday, June 18th. The committee requested that it be communicated to the Board that CARFAC has a limited role in providing support and guidance to the Finance department and is not authorized and should not be perceived as having responsibility for approving or endorsing the audit report.

Mr. Linden reported that the 4th working group with focus on Information Technology is prepared to move forward and assist the Township as needed.

The committee as a whole discussed future meeting dates and the role that CARFAC should assume to help impact the Township's finances. Further discussed was the budget plan and timeline for presenting the 2013 budget and the committee evaluated where their involvement may or may not be able to help with the 2013 budget.

Finally the committee agreed that an added part-time resource, possibly reporting directly to CARFAC, could help in gathering information and supporting the OPEB/Pension project and the Township as a whole to accomplish the committee's goals.

Next meeting scheduled for Thursday, July 19th, 2012.

Meeting adjourned 10:03PM.