

**Minutes
Finance Committee
November 03, 2004**

Please note: Minutes are unofficial until approved by the Finance Committee at the next regularly scheduled meeting.

Members Present: Mayor Wysocki, Aldermen Ament, Augustine, and Chiovatero
Citizen member, Keith Heun

Others Present: Mike Holzinger, Director of Finance/Administration and John Fillar

Meeting was called to order at 6:00 p.m.

OLD BUSINESS

I. Approval of Minutes:

Motion by Mayor Wysocki to approve the minutes of the July 21, 2004. Seconded by Alderman Chiovatero and approved unanimously.

II. Review of Committee description and purpose:

General discussion regarding the overall responsibilities and duties of the committee.

III. Setup of future meeting schedules:

Motion by Mayor Wysocki to schedule Finance committee meetings for the second Thursday of each month at 6:00 p.m. Meetings to be held in Conference Room A/B. Second by Alderman Ament, and approved unanimously.

NEW BUSINESS

I. City of New Berlin Purchasing Policy

General discussion on the "draft" of a Purchasing Policy prepared by staff. Alderman Ament had commented on, and will bring in policies from other communities for comparison purposes. Discussion to continue concerning the need for; and what should be included in the policy.

Motion by Alderman Ament to adjourn at 7:00 p.m. Seconded by Alderman Chiovatero, and approved unanimously.