

AMHERST GOVERNMENT FINANCIAL ADVISORY BOARD (AGFAB)

AGENDA

MICHAEL SZUKALA
Councilmember &
Liaison Officer

Chairman

JASON
ZAKLIKOWSKI
Acting Chairperson

HELAINE SANDERS
Secretary

MEMBERS

KENNETH SMITH
JOHN DiPASQUALE
JEFF MARION

DEPT. LIAISONS

DARYL BRAMER
Comptroller

LYNDA JUUL
Director of Finance

Meeting Date: Thursday, May 9, 2024
Meeting Location: Northtown Center at Amherst
1615 Amherst Manor Dr
Amherst, NY 14221
Meeting Time: 7pm

AMHERST GOVERNMENT FINANCIAL ADVISORY BOARD (AGFAB)

I. Roll-Call

II. Discussion and Approval of preceding meeting minutes

Item Number	Date of Meeting to approve minutes from	VOTE			
		AYE	NAY	Abstain	N/A
M1.	April 11, 2024				

III. Old Business- None

IV. New Business

Item Number	Item	VOTE			
		AYE	NAY	Abstain	N/A
NB1.	Discussion of absenteeism Vote to have the Town Board Liaison recommend to the Town Board that a member be dismissed in accordance with By-Law adopted 12/7/2023				
NB2.	Renaming the Board with a name that is more reflective of the Board's scope and purpose				
NB3.	Proposed new by-laws for the Board				
NB4.	Explanation / Presentation of the different types of funds listed in the Town's Financial Statements				
NB5.	Explanation / Presentation of the Revenue codes utilized in the AFR and the Financial Statements				
NB6.	Annual Financial Report (AFR) submission				
NB7.	Discussion of the Town's self-insurance and workers compensation insurance programs				
NB8.	Discussion of creating Annual Internal Audit Plan for the Comptroller				
NB9.	Creation of a Budget Monitoring Report				
NB10.	Status of 2023 External Audit and Exit Conference				

V. Request(s) / Communication(s)

Item Number	Item	VOTE			
		AYE	NAY	Abstain	N/A
RC1.	Request to have NYS Accounting and Report Manual or link to the document added as a resource to the AGFAB section of the Town's website				
RC2.	Request to have the link Chart of Accounts Query from the Office of the State Comptroller which presents the account codes that are valid for the Annual Financial Report ("AFR") reporting by year added as a resource to the AGFAB section of the Town's website				
RC3.	Request to have the current GAO Generally Accepted Government Auditing Standards (GAGAS), also known as the Yellow Book or link to the document added as a resource to the AGFAB section of the Town's website				

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Item Number	Item	VOTE			
		AYE	NAY	Abstain	N/A
RC4.	Request to have report generated of all current employees who were given a variable step at hiring.				
RC5.	Request to have a report generated of all current employees who were either given a waiver to the Town's residency requirement or current employees who reside outside of the Town.				

VI. Adjournment