

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: Wednesday, June 26, 2024
Meeting Location: Northtown Center at Amherst
1615 Amherst Manor Dr
Amherst, NY 14221
Meeting Time: 7pm

Roll Call:

Attendee Name	Present (X)	Arrived
(VACANT)	☐	
Jason Zaklikowski	☐	
Helaine Sanders	☐	
Kenneth Smith	☐	
John DiPasquale	☐	
Michael Szukala	☐	
Daryl Bramer	☐	
Lynda Juul	☐	

	Yes	No
QUORUM MET? (At least 4 members present)		

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				
M2.	May 9, 2024 (NO QUORUM – No Business could be conducted)				X

III. Old Business

Item Number	Item	Date of Carry Over	VOTE			
			AYE	NAY	Abstain	N/A
OB1.	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	5/9/2024				
OB2.	Renaming the Board with a name that is more reflective of the Board's scope and purpose	5/9/2024				
OB3.	Proposed new by-laws for the Board	5/9/2024				
OB4.	Status of 2023 External Audit and Exit Conference (D&M presented at work session May 13, 2024)	5/9/2024				
OB5.	Discussion of Annual Audit Plan for the Comptroller	5/9/2024				
OB6.	Monthly Budget Monitoring Reports	5/9/2024				

IV. New Business

Item Number	Item	VOTE			
		AYE	NAY	Abstain	N/A
NB1.	Discussion of current committee vacancies and committee size				
NB2.	Discussion on recommendation to the Town Board for a Capital Projects Committee				
NB3.	Walkthrough of the Town's process for reported waste or fraud.				
NB4.	Discussion of Management letter from D&M (Executive Session)				

V. Request(s) / Communication(s)

Item Number	Item	VOTE			
		AYE	NAY	Abstain	N/A
RC1.	Request for a Report detailing the number of new hires for the Town from 2017 through May 2024 who were hired with a variable minimum rather than the initial step for that title. Report to exclude promotions.				

VI. Adjournment