

CHAPLIN BOARD OF FINANCE  
**SPECIAL MEETING AGENDA**  
MONDAY, November 30, 2015 – 7:00 PM – **TOWN HALL**

- 1. Call to order by Chairperson.**
- 2. Introduction of BOF members and Audience.**
- 3. First Audience for Citizens.**
- 4. Additions or changes to Agenda:** None permitted.
- 5. Guests:** None.
- 6. Reports.**
  - a. Board Members:
  - b. Other reports as appropriate:
- 7. Correspondence.**
- 8. Approval of Minutes.**
  - a. Regular Meeting: October 2015
- 9. Old Business.** None.
- 10 New Business.**
  - a. Discuss organizational planning for 2016-17 Budget Process given current BOF membership changes and replacement for vacant regular BOF position.
  - b. Review and approve budget request letter and BOF Budget policy for boards and commissions
  - c. Discuss pending review process of Auditors report and request for filing extension
  - d. Discuss possible MBR issue with Chaplin Elementary School 2015-2016 Budget
- 11. Agenda Suggestions for next meeting.**
  - a. Auditors Report Review
  - b. Approval BOF regular meeting dates for 2016
  - c. Election of Officers
- 12. Time and place of next Regular/Special Meetings.**
  - a. Monday, December 14, 2015 – BOF Regular Meeting @ 7:00 pm -- (Town Hall)
- 13. Adjourn.**

Submitted by:  
Bruce Raymond, Vice-Chair