



BOARD OF FINANCE
BUDGET PROCESS COMMITTEE MEETING
MINUTES
Thursday, June 7, 2012 — 9:00 AM
Room 209, Brookfield Town Center

DRAFT

Call to Order

The meeting was called to order at meeting to order at 9:05 am.

Present: Irv Agard, Jerry Friedrich, Ron Jaffe and a member of the public.

Discussion of Budget Process

- The draft outline was discussed and modified.
- Draft letters informing/inviting town departments of their opportunity to meet with the BOF during the budget process were discussed, along with whether these letters should come directly from the BOF or from the First selectman.
- J. Friedrich will research current process.
- The Town's chart of accounts was discussed at length, and will be a focus going forward.
- Draft documents will be distributed to the BOF and discussed during the committee' update.
- The next meeting will be scheduled once the new Controller is available.

Adjournment

The meeting was adjourned at 10:30 am.