

ANNUAL ORGANIZATIONAL MEETING

Minutes

April 4, 2012

CALL TO ORDER

Mayor Lobene called the meeting to order at 8:30 p.m.

APPOINTMENTS

The following individuals are fulfilling the second year of their two year appointment ending April 2013

DEPUTY MAYOR	Trustee Theodore E. Rauber
VILLAGE CLERK	Jacqueline Sullivan
VILLAGE TREASURER	Karen Kimbler
DEPUTY CLERK	Pamela Gilbert
SECRETARY TO THE MAYOR	Margaret Gioia
ATTORNEY	Richard J. Olson
PLANNING BOARD ATTORNEY	Eric Stowe
BANK DEPOSITORIES	HSBC
	M & T Bank
	Chase Manhattan Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

RESOLUTION 123 4/2012

Introduced by: Mayor Lobene
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Mayor's Appointments

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

Trustee Penders questioned if there was an issue with HSBC being sold.

Treasurer Kimbler indicated that it is still HSBC.

CHECK SIGNING AUTHORIZATION

RESOLUTION 124 4/2012

Introduced by: Trustee Penders
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees approves the following individuals to have check signing authority for the Village of Spencerport:

Joyce A. Lobene, Mayor
Theodore E. Rauber, Deputy Mayor
Karen Kimbler, Treasurer

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

VILLAGE BOARD MEETINGS

Regular meetings of the Board of Trustees will be held on the first Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 7:00 p.m.

Workshop meetings of the Board of Trustees will be held the second, third, fourth and fifth Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 4:30 P.M.

Alternate facility to accommodate disabled persons shall be the Spencerport Fire Department, 175 Lyell Avenue, Spencerport, NY.

PURCHASING POLICY

The Village of Spencerport Purchasing Policy will be reviewed on June 20, 2012 at the workshop meeting.

ADVANCE APPROVAL OF CLAIMS

RESOLUTION 125 4/2012

Introduced by: Mayor Lobene
Seconded by: Trustee Nellis-Ewell

Whereas, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board, and

Whereas, all such claims shall be presented at the next regular meeting for audit, and

Whereas, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

Now Therefore Be It Resolved:

Section 1: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2: That this resolution shall take effect immediately.

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

ATTENDANCE AT SCHOOLS & CONFERENCES

RESOLUTION 126 4/2012

Introduced by: Trustee Rauber
Seconded by: Trustee Penders

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at all schools and conferences for the Village fiscal year 2012-2013 that do not exceed \$200 and one day in duration, provided such schools and conferences are included in the respective Department budget as so approved by the Village Board.

Attendance at all schools and conferences must be acknowledged to the Village Board at a Regular meeting of the Village Board.

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

ADJOURMENT

A motion was made by Trustee Rauber, seconded by Trustee Nellis-Ewell and carried that the annual meeting be adjourned at 8:45 p.m.