

**VILLAGE OF EL PORTAL
VILLAGE COUNCIL
Meeting Minutes
ADMINISTRATION & FINANCE COMMITTEE MEETING
Tuesday, January 12, 2016
6:30 P.M.**

- A. **Call to order:** Chairperson Isaacs called the Administration and Finance committee to order at 6:35pm.
- B. **Moment of silent meditation followed by the pledge of allegiance:**
Chairperson Isaacs asked all to stand for a moment of silent Meditation followed by the pledge of allegiance.
- C. **Roll Call:** The Village Clerk was asked to read the roll call sheet. The following were noted as present/absent:
- Present: Roxanne Isaacs, Chairperson
 Harold E Mathis, Jr., Vice Chairperson was late
 Mayor Claudia Cubillos, Member
- Also Present: Jason Walker, Village Manager
 Chief Eugene Morales
 Yenise Jacobi, Village Clerk
- Absence: None
- D. **Approval of agenda:** Chairperson Isaacs moved that the agenda be approved as presented. Mayor Cubillos seconded the motion. The motion carried unanimously.
- E. **Approval of minutes:** None.
- F. **Good & Welfare:** None noted.
- G. **Agenda item(s):**
G1. Tracking Report Review –Additions, deletions and any amendments made are reflected on the tracking report sheet.
G2. Term Extension 2-4 year
G3. Committee Financial with Financial Reports.
Chairperson Isaacs brought up to further discuss how the proceedings will be with the minutes to be placed on regular council meeting agenda for January 26, 2016.
- G. **Good & Welfare:** None noted.

- H. **Adjournment:** Chairperson Isaacs moved that the Administration and Finance committee meeting be adjourned. Vice Chair Mathis seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:28pm.

Respectfully submitted

Yenise Jacobi

Yenise Jacobi
Village Clerk

Date Transcribed: January 13, 2016