

Meeting Agenda
Centre County Tax Collection Committee (CCTCC)
August 8, 2013 7:00 p.m.
Bellefonte Area High School Library

- I. Call to Order**

- II. Roll Call – Determination of Quorum**

- III. Re-Organization – 2013**
 - A. Election of Officers – Solicitor**
 - i. Chairperson**
 - ii. Vice-Chairperson**
 - iii. Secretary/Right to Know Officer**
 - iv. Assistant Secretary**
 - B. Appointment of Solicitor**
 - i. Motion to appoint the firm of Campbell Miller Williams Benson Etter & Consiglio, Inc as Solicitor for the CCTCC for 2013 at a rate of \$130 per hour**
 - C. Appointment of Audit**
 - i. Motion to appoint the firm of ParenteBeard as Auditor for the CCTCC for 2013 in an amount not to exceed \$900**
 - D. Appointment of Tax Appeal Board members**
 - i. Motion to appoint the following Tax Appeal Board members for 2012: William MacMath; Thomas Rodkey; Robert Long; Alternates: Patrick Leary**
 - E. Appointment of Financial Institution**
 - i. Motion to appoint Kish Bank as the financial institution for the CCTCC for 2013**
 - F. Weighted Vote Calculation**
 - i. Motion to approve the weighted vote calculation as presented.**
 - G. Budget for 2013**
 - i. Motion to approve the 2013 Budget for the TCC as presented.**
 - H. TCC Insurance**

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- i. Motion to approve the purchase of General & Automobile Liability Insurance in the amount of \$3,250, and Crime Bond in the amount of \$240 for the 2013 policy year as presented by the insurance broker, The Hartman Agency.**

IV. Approval of Minutes

- A. Motion to approve minutes from the May 2012 meeting as presented.**

V. Financial Report

- A. Motion to accept the financial report for 2012 through December and for the period January through July 2013 as presented.**

VI. Old Business

- A. Earned Income Rules and Regulations
 - i. Update from committee.****

VII. Other Business – Discussion Items

- A. Audit of CCTCC financial records for 2012 – in process.**
- B. Appointment of TCC Representatives and Notification to the TCC Secretary for the 2013 calendar year.**
- C. Statement of Financial Interest Forms - 2013.**
- D. Proposed Bylaw Amendment**

- i. Bylaw Amendment Proposal**
 - Current Language**

Article I. Section 2. Board Meetings: The Board will hold quarterly or more frequent meetings on dates and at times established by the Board or by the Chairperson in the absence of Board action. Special meetings will be called by the Secretary upon request received from any officer or any 5 delegates. Established regular meeting dates and times may be changed by the Chairperson. One of the regular meetings will be designated as the annual organization meeting as set forth in Article II, Section 2.

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Proposed Language

Article I. Section 2. Board Meetings: The Board will hold semi-annual or more frequent meetings on dates and at times established by the Board or by the Chairperson in the absence of Board action. Special meetings will be called by the Secretary upon request received from any officer or any 5 delegates. Established regular meeting dates and times may be changed by the Chairperson. One of the regular meetings will be designated as the annual organization meeting as set forth in Article II, Section 2.

Process to Amend the Bylaws

VIII. ARTICLE VIII. Bylaw Amendments

A copy of any proposed amendment to these bylaws shall be given to all delegates at least ten (10) days prior to the Board meeting at which it will be presented for adoption. Any such proposed amendment may be adopted in the form given to the delegates or with such clarifying or other amendments as the Board determines appropriate at the meeting at which the proposed amendment is presented for adoption. If the proposed amendment sets forth a restatement of the bylaws in their entirety, there shall be no limitation on the nature or content of clarifying or other amendments that may be made before final adoption. However, if the proposed amendment relates only to one or more particular sections of the bylaws and is not presented in the form of restatement of the bylaws in their entirety, the clarifying or other amendments made before final adoption shall not materially enlarge the purpose as set forth in the copy of the proposed amendment given to delegates prior to the Board meeting. Approval of a bylaw amendment by the delegates shall require the affirmative vote of a 2/3 super-majority of all delegate weighted votes present.

Proposed Amendment will be presented for approval at next CCTCC meeting pending discussion by TCC.

VII. New Business

A. 2013 Regular Meeting Schedule

1. October 30, 2013

B. Update from collector – State College Borough

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IX. Report from Committee Chairperson

X. Public Comment