



**ADMINISTRATIVE/FINANCE COMMITTEE MEETING**  
**PVWMA Conference Room**  
**Tuesday, April 12, 2011, 12:30 p.m.**  
**MINUTES**

Meeting called to Order at 12:55 p.m.

1. Committee members: Rosemarie Imazio (Chair), Dwight Lynn, Salvador Vasquez (absent)  
Staff: Mary Bannister, General Manager, Mark Harvey, Administrative Services Manager, Nancy Trevino, Financial Analyst  
Public: Joe Pendry
2. Director Comments: No comments.
3. Public Comments: No comments.
4. Approval of Minutes: The committee approved the March 8, 2011 meeting minutes by consensus.
5. Review and Accept Financial Reports for March, 2011: The committee reviewed the financial reports, and approved by consensus.
6. Review Preliminary Budget for 2011-2012 Fiscal Year: The committee reviewed the preliminary budget for fiscal year 2011-12, and recommended approval to the Board by consensus.
7. Update on Springbrook Software Migration: ASM provided an update that the software migration is scheduled for October, 2011.
8. Discuss future agenda items and next meeting date: Next meeting to be held on Tuesday, May 10, 2011 at 12:30.
9. Adjourned at: 2:05 p.m.