

**DAVENPORT BOARD OF TRUSTEES
SPECIAL MEETING MINUTES**

The Davenport Board of Trustees met in **Special Session on Tuesday, June 29, 2010 at 7:00 p.m.**, Davenport Town Hall, 214 Broadway, Davenport, OK.

At least 48 hours prior to June 29, 2010 and on June 25, 2010 at 4:00 p.m. notice was posted in prominent view of the public stating the time, date, and agenda for said meeting.

1. Call To Order

Mayor Scott Bromley called the meeting to order at 7:05 p.m.

2. Roll Call of Members

4 Members Present: Scott Bromley, Mayor
Marsha Baldwin, Trustee
Lora McElroy, Trustee
Jerry White, Trustee

0 Members Absent: None

1 Members Vacant: Alan McBroom, Trustee

Staff Present: Jane Bromley, Town Clerk

Media: None

Guests: None

**DAVENPORT BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
Tuesday, June 29, 2010**

3. Consideration to approve—Discussion/Action

- a. **2010-2011 Life and Health Benefits Plans**
- b. **Rescind previously approved Engagement Letter**
- c. **Engagement Letter with Anne Marie Elfrink, MS, CPA to conduct an audit for the year ended June 30, 2010, prepare the Annual Survey of City and Town Finances for the FY 2009-2010 (Form SA&I 2643), prepare the Estimate of Needs for 2010-2011 with accompanying Financial Statement of the Fiscal Year 2009-2010, assist in creating the depreciation schedules for fixed assets, and perform a pre-audit review of the Board financial reports to assist the Town in finalizing their budget for the fiscal year ending June 30, 2011, not to exceed 32 hours at \$75.00 per hour plus necessary out-of-pocket expenses**

Motion was made by Lora McElroy and **Second** by Jerry White to approve the following proposed insurance plans: Health—Blue Cross and Blue Shield of Oklahoma, enrolling in Insure Oklahoma; Dental and Life—United HealthCare, and Vision—USAvision.

Vote:

4	Ayes:	Scott Bromley Marsha Baldwin Lora McElroy Jerry White
0	Nays:	None
0	Absent:	None
1	Vacant:	Alan McBroom

Motion was made by Jerry White and **Second** by Lora McElroy to rescind the Engagement Letter with Anne Marie Elfrink, MS, CPA, approved on June 1, 2010 at a regular meeting and approve new Engagement Letter with Anne Marie Elfrink, MS, CPA to conduct an audit for the year ended June 30, 2010, prepare the Annual Survey of City and Town Finances for the FY 2009-2010 (Form SA&I 2643), prepare the Estimate of Needs for 2010-2011 with accompanying Financial Statement of the Fiscal Year 2009-2010, assist in creating the depreciation schedules for fixed assets, and additionally perform a pre-audit review of the Board financial reports to assist the Town in finalizing their budget for the fiscal year ending June 30, 2011, not to exceed 32 hours at \$75.00 per hour plus necessary out-of-pocket expenses.

**DAVENPORT BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
Tuesday, June 29, 2010**

Vote:

4 Ayes: Scott Bromley
Marsha Baldwin
Lora McElroy
Jerry White
0 Nays: None
0 Absent: None
1 Vacant: Alan McBroom

4. Adjourn—Discussion/Action

Motion was made by Lora McElroy and **Second** by Jerry White to adjourn the meeting.

Vote:

4 Ayes: Scott Bromley
Marsha Baldwin
Lora McElroy
Jerry White
0 Nays: None
0 Absent: None
1 Vacant: Alan McBroom

The meeting ended at 7:25 p.m.

Jane C. Bromley, Town Clerk

Scott Bromley, Chairman