

DAUPHIN COUNTY TAX COLLECTION COMMITTEE

AGENDA

November 17, 2021

- I. Welcome to Regular Meeting – August “Skip” Memmi, Chairman
- II. Roll Call to Establish Quorum
- III. Public Comments
- IV. Accept Summary Report of September 2021 Regular Meeting
- V. Accept Financial Report Ending October 31, 2021
- VI. New Business
 - A. Tax Collection Matters
 - i. Keystone’s 2021 Fourth Quarter Review and Summary of 2021 Collections to date
 - ii. Keystone’s report on internal controls – SOC 1, Type 2 Audit for the period July 1, 2020 to June 30, 2021
 - B. Administrative Matters
 - i. Risk Management – Proposal of PennPRIME Trust; Coverage Term: January 1, 2022 – January 1, 2023; Approximate Cost -- \$5,250.00 – **VOTE REQUIRED**
 - ii. Finance – TCC’s Proposed Budget for FYE 12/31/2022 – **VOTE REQUIRED**
 - iii. Proposed Bylaws Amendments – Reduction in quorum requirements; establishment of new executive management committee in lieu of old executive committee – **VOTE REQUIRED**
- VII. Old Business
 - A. Update on DCTCC’s communications with DCED and reaction to DCED’s October 13th Zoom meeting with TCCs
- VIII. Closing Comments and Adjournment
 - A. Next Meeting – January 19, 2022 at 6:30 p.m. (Please note: under Article II, Section 2 of the TCC’s bylaws, the third Wednesday in January is designated as the annual organization meeting.)