

DAUPHIN COUNTY TAX COLLECTION COMMITTEE

AGENDA

January 18, 2023 – 6:30 PM

- I. Welcome to Organization Meeting – Julie A. Seeds, Chairperson
- II. Roll Call to Establish Quorum
- III. Public Comment
- IV. Annual Organization Meeting; Bylaws Art. II, Section 2
 - A. Designation of Temporary Chairperson
 - B. Election of Officers
 - i. Nomination of Officers (Chairperson, Vice-Chairperson, Secretary) – **VOTE REQUIRED**
- V. Accept Summary Report of November 2022 meeting –**VOTE REQUIRED**
- VI. Accept Financial Report Ending December 31, 2022 -- **VOTE REQUIRED**
- VII. New Business
 - A. Tax Collection Matters
 - i. Keystone’s 2023 First Quarter Review and Summary of 2022 Collections
 - ii. Presentation by Mark Banks, CPA, on internal controls and the work of the Boyer & Ritter system controls auditors
 - B. Administrative Matters
 - i. Appointment of three Executive Management Committee Members by Chairperson, subject to TCC approval – **VOTE REQUIRED**
 - ii. Appointment of Appeals Board Members (Three Required) – **VOTE REQUIRED**
 - iii. Determine Schedule of Remaining 2023 Regular Meetings – **VOTE REQUIRED**
 - iv. Ethics Act – Statements of Financial Interest (2022)
 - v. Conflict of Interest Questionnaire (2023)
 - vi. Appointments of Delegates, Voting and Alternates (2023)
- VIII. Closing Comments and Adjournment
 - A. Next Meeting -- March 15, 2023 at 6:30 p.m.