

WEAKLEY COUNTY, TENNESSEE

FINANCIAL MANAGEMENT COMMITTEE

February 22, 2012 at 4:00 p.m.

Financial Management Members Present: Commissioners Jack Vincent, James H. Westbrook, Roger Stewart, Eric Owen, Director of Schools Randy Frazier, County Mayor Houston Patrick, and Road Supervisor Kermit Hopper.

The Financial Management Committee met on February 22, 2012, 4:00 p.m. in the conference room at the Weakley County Department of Finance.

Old Business:

No old business.

Commissioner Stewart made the motion to approve the January 9, 2012 minutes. Commissioner Westbrook seconded the motion and it passed unanimously.

New Business:

Service Station

The committee discussed the current service station and county school satellite fueling system. The fuel pumps at Greenfield School & Martin Middle School have no fuel card system like at service station; locks have been installed on the pumps to help prevent fuel lost. Problems have arose with the number of fuel cards issued and not being able to track what department or employee is responsible for which cards. Mr. Hopper stated that these unknown fuel cards have been cancelled and new fuel cards issued as requested. Mr. Frazier suggested that fuel cards be issued in one location and a master fuel card list be maintained. Discussion continued. Commissioner Owen made the motion for the Director of Finance to maintain a master fuel card list with cards to be issued to education personnel only after the proper form and approvals have been submitted. Mr. Frazier seconded the motion and it passed unanimously. The Director of Finance was also requested to research and price a new fueling system.

Commissioner Owen made the motion to adjourn and with a second by Commissioner Westbrook the meeting adjourned at 4:26 p.m.

Respectfully Submitted,

Shawn Francisco,
Director of Finance

Approved:

Jack Vincent, Chairman
Financial Management Committee

Date: _____