

Shepherdstown Finance Committee Agenda

Wednesday, February 4, 2026

6:30 P.M.

Town Hall

104 N. King

Street

Zoom

<https://us06web.zoom.us/j/86067120451?pwd=fWNLscmYpiOmof8Pknlig4oZKNXa8i.1>

Meeting ID: 860 6712 0451

Passcode: 818383

1. Call to order
2. Approval of Minutes
3. Visitors
4. New Business
 - a. Recommendation for Software Purchase
 - b. Review of Procedures for Town Grant Applications
 - c. FY 27 Shepherdstown Budget Planning, Process and Timeline
5. Chairperson's Report
6. Adjourn

Staff: Maged Kirollos, Finance Director

DRAFT

Shepherdstown Finance Committee Minutes
Wednesday, Thursday January 8, 2026
6:30 P.M.
Town Hall
104 N. King Street

1. Call to order: 6:30
Committee Members Attending: Mayor Gatz, Marty Amerikaner, Marcy Bartlett
Staff: Maged Kirollos
2. Approval of December Minutes: Marcy moved, Marty second, unanimous
3. Visitors: Jim Auxer: Jim noted that he has been encountering people working in town who may not have Shepherdstown business licenses.
4. New Business:
 - a. Community Grant application
 1. American Conservation Film Festival: request for Town support for this year's film festival in the form of \$2100 to purchase banners for display in town.
Marcy moved, Marty seconded a motion to recommend approval of this request to full Town Council.
 - b. Town Hall intern Stipends: Maged reported that the Town intends to work with 3 Shepherd students as interns, offering each one a \$3000 stipend for 10 hours per week of work during the semester.
5. Chairperson's report:
 - a. ERP status: Maged is still collecting information in the form of questions to other communities about their experience with the companies who have bid on our contract.
 - b. Mayor Gatz mentioned that there is Municipal Budget Training program being offered in Martinsburg on January 20 from 5-8:30, and all committee members are invited to attend.
6. Motion to adjourn: 7:15 Marty moved, Marcy Second, Unanimous