

OFFICE OF THE WARREN COUNTY CLERK
PAMELA J. VOGEL, COUNTY CLERK
MARIE A TROMBLEY, DEPUTY COUNTY CLERK

Warren County Clerk Committee Meeting Agenda
Feb. 28, 2013 – 9 a.m.

1. Resolution Request: To amend the Co.Budget for the Bicentennial Project to accept funds received from shared county activity and minor sales. Appropriation: A6422 410 \$ 1100, A. 6422 2390 - \$ 1000 and A 6422 2655 \$ 100 - Budget Amendment - \$ 1100
2. Warren County Historian to attend Association of Public Historians Conference April 17-19, Syracuse NY. Funds in Budget 2013: within GSA parameters.
3. EDMS Bid Update: Received/Opened 2/19/2013 – 6 vendors; Some additional clarification needed in order to move with recommended contract award.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: County Clerk - Bicentennial Project

DATE: 2/27/2013

- (a) Purpose of Amendment: To amend the county budget to accommodate new revenue received in 2013 for Bicentennial project activity. Revenue has been generated from the : share of joint activity, Govt. and from the sale of lapel pins.

- (b) Appropriation Code, Object Code, Full Title and Amount: For Bicentennial Project Activity: A. 6422 410 \$ 1100.

- (c) Revenue Code (with title), and Amount: For Bicentennial Project
A, 6422 2390 Share of Joint activity - \$ 1000
A. 6422 2655 Minor Sales, Other - 100.

Total Revenue: \$ 1100.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The County Clerk hereby authorizes Ann McCann, Historian

(Supervisory Committee) (Employee Name)

to attend Assoc. of Public Historians of NYS

(Name of meeting or organization)

at Holiday Inn, Syracuse NY

(Address)

on 4/17, 4/18, 4/19, 2013 Mode of transportation to be used county

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

Room rate \$ 104 GSA* Rate \$ 94 - 2 nites total allowed 188, 208 actual,

Meal costs - GSA* per diem rate \$ 56 x 3 days - \$ 168 allowed, \$ 140 actual
Total Meal and Room cost 3 days, 2 nites: \$ 348.00 which is \$ 8 under total allowed GSA.

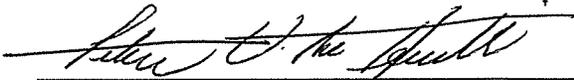
*www.gsa.gov

Date: 2/28/2013



Department Head Signature

Date: 2/28/2013



Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

