



2. Treasurer discussion.
3. Hardware and software equipment discussion for council, employees, contractors, and volunteers.  
Motion to purchase GoDaddy office product services and for \$500 or less per year.

Motion:

Seconded:

4. DCED Letter of Intent discussion.  
Motion to sign the DCED Letter of Intent to get assistance with training new staff members and receive subject matter help with treasurer, secretarial, and other administrative tasks.

Motion:

Seconded:

5. Summary of Borough insurance packages.

## Old Business

1. Intern update.
2. Bookkeeper update.
  - a. Motion to grant Bookkeeper access to Borough Bank Accounts to reconcile QuickBooks accounts.

Motion:

Seconded:

- b. Motion to permit Bookkeeper to edit existing transactions or add missing transactions to the 2024 and 2025 QuickBooks accounts as identified in bank statements.

Motion:

Seconded:

3. Payroll reporting discussion.
4. Secretary update.
5. Borough maintenance update.
6. Three Degree Road trail walkthrough with St. Barnabas update.
7. LGA 7/7/25 meeting update.
8. DCED help with police contract update.

## Correspondence

## Executive Session

## Next Meeting

The Agenda setting meeting on July 28th at 6:30PM.

Adjourn Meeting

Motion:

Seconded:

<http://ValenciaBoro.org>