

Probate Court Budget Committee

Meeting Minutes
Wednesday, December 5, 2018
4:00 p.m.

Library at the Office of the Probate Court Administrator
186 Newington Road, West Hartford, CT

The meeting was convened at 4:04 p.m.

In attendance: Judge Paul Knierim, Probate Court Administrator and Chair, Judge Joseph Marino, and Judge Fred Anthony (by phone)

Public Comment and Correspondence

None

Remarks by the Chair

Judge Knierim stated that the state budget process will begin in February when Governor-elect Lamont is expected to present his proposal for fiscal years 2019-20 and 2020-21. PCA will provide updates as the process moves forward.

Fiscal Year 2019-2020 Office Budgets

The committee discussed the office budget criteria for fiscal year 2019-20. Andrea King explained that the proposed guidelines are unchanged from the current fiscal year (see spreadsheet in the meeting materials).

Judge Marino made a motion to approve the office budget criteria as presented. Judge Anthony seconded the motion. Judge Knierim called for a vote and the motion passed.

After approval of office budget criteria, Judge Knierim asked the committee to consider eliminating the \$1,500 cap on PCA's authority to approve the transfer of funds within a court's budget to increase the amount available in the subscription category. The ability to exceed the cap would provide flexibility in dealing with one-time overages that occur when a publisher replaces a volume with a new edition.

Judge Anthony made a motion to authorize PCA to exceed the \$1,500 cap. Judge Marino seconded the motion. Judge Knierim called for a vote and the motion passed.

Establish 2019 Meeting Schedule

The committee established the schedule of regular meetings for 2019 as follows:

March 27, 2019

June 12, 2019

December 4, 2019

All meetings will be held at 5:00 p.m. at Probate Court Administration.

Adjournment

The meeting adjourned at 4:15 p.m.