

**BERRYVILLE TOWN COUNCIL BUDGET AND FINANCE COMMITTEE
MINUTES**

**Berryville-Clarke County Government Center
101 Chalmers Court, Berryville, VA 22611**

**Friday
April 10, 2026
10:00 am**

Members of the committee present: Vice Mayor Erecka Gibson, Chair; Grant Mazzarino

Staff present: Cindy Poulin, Director of Finance

1. Call to Order

Vice Mayor Erecka Gibson called the meeting to order at 10:17 a.m.

2. Approval of Agenda

The agenda was approved by consensus on a motion by Grant Mazzarino.

4. New Business

None.

5. Closed Session

The Budget and Finance Committee of the Council of the Town of Berryville will enter closed session in accordance with §2.2-3711-A-29 of the Code of Virginia, to discuss the responses to a request for proposals for audit services.

Vice Mayor Gibson moved that the Budget and Finance Committee of the Council of the Town of Berryville enter closed session in accordance with §2.2-3711-A-29 of the Code of Virginia to discuss responses to the RFP for Audit Services. Motion passed by voice vote.

Entered closed session at 10:18 a.m.

Returned from closed session at 11:10 a.m.

Mr. Mazzarino moved that the Committee of the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

Resolution

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia Law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

VOTE:

AYE: 2

NAY: 0

ABSENT: 0

ABSTAIN: 0

Motion passed by voice vote.

6. Discussion

7. Adjournment

The meeting adjourned by consensus at 11:10 a.m. on a motion by Mr. Mazzarino.

Town of Berryville
Budget and Finance Committee
Motion to Enter Closed Session

I move that the Budget and Finance Committee of the Council of the Town of Berryville enter closed session in accordance with §2.2-3711-A-29 of the Code of Virginia to discuss responses to the RFP for Audit Services.

DATE: April 10, 2026

MOTION:

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____

Brandel Kelsey, Town Clerk

Budget and Finance Committee of the Town Council

Motion

CLOSED SESSION RESOLUTION

DATE: April 10, 2026

MOTION BY:

SECOND BY:

I move that the Budget and Finance Committee of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

Resolution

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Committee that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

VOTE:

AYE:

NAY:

ABSENT:

ABSTAIN:

ATTEST:

Ericka Gibson, Vice Mayor