



TOWN OF LA PLATA
Finance Committee Minutes
November 13, 2025, 2:00 PM
Regular Meeting
305 Queen Anne St

La Plata MD

PRESENT: Mike Gahan
Joseph Norris
Karen Brandt
Andrey Litvin

ABSENT: Nichole Williams, Randy Sotomayor

TOWN STAFF: Karina Larsen, Town Treasurer
Martha Tennison, Accounts Manager
Shelby Pritchett, Town Clerk

GUESTS:

1. Call to Order

In the absence of Chair Nichole Williams, Joseph Norris served as presiding officer. Joseph Norris called the meeting to order at 2:00 PM.

- 1.1. Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Finance Committee may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org.

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Meeting ID: 274 292 003 264

Passcode: 7R3wz2td

1.2. Approval of the Meeting Agenda

Mike Gahan moved to amend the agenda to include open action items under old business for current and future agendas.

Moved By: Mike Gahan, seconded by Karen Brandt.

Passed Unanimously

2. Approval of Minutes

- 2.1. Approval of minutes from meeting on October 9, 2025.

Mike Gahan moved to approve minutes as presented.
Moved By: Mike Gahan, seconded by Andrey Litvin.

Passed Unanimously

3. Review of Monthly Treasurer's Reports

3.1. Treasurer's Monthly Report

Town Treasurer discussed the details of the Treasurer's Monthly Report.

3.2. Cash Distribution Report

Karina Larsen discussed the details of the Cash Distribution Report.

4. Discussion and Recommendations of Budget and Spending Proposals

The Finance Committee did not engage in a discussion of the budget and spending proposals.

5. Public Comment

No public comment.

6. New Business

Karen Brandt raised concerns to the Finance Committee to address participation standards and the minimal availability of Chair Nichole Williams. The Town Treasurer concurred to contact Chair Williams to assess their intentions and availability to continue as Finance Committee Chair.

7. Old Business

7.1. Finance Committee Reserve Recommendations

The committee requested clarity on the purpose of reserve funds, and Karina Larsen provided details to include basic details on possible reserve fund breakouts to more accurately cover Capital Expenses. The item/discussion was tabled until November 20, 2025, pending preparation for a Finance Committee Working Session.

8. Adjourn

8.1. Adjournment

Joseph Norris adjourned the meeting at 3:16 PM.

Submitted by:

Shelby Pritchett, Town Clerk

