



**Berks County Tax Collection Committee
March 27, 2025 Meeting Agenda
6pm – Zoom meeting**

- I. Call to Order – roll call**
- II. Pledge of Allegiance**
- III. Approval of December 19, 2024 Executive Committee Meeting Minutes**
- IV. Executive Director’s Report and Corresponding Action Items**
 - a) Approval of December 31, 2024 audited financial statements
 - b) Approval of changes to employee handbook – Section 3.3 and Section 5.5
 - c) Approval of financial reports for December 2024, January & February 2025
 - d) Review of collections/distributions
 - e) State compliance letters mailed to non-filers
 - f) BPT program update
 - g) Delinquent EIT prosecution update
 - h) 2024 Statement of Financial Interest – due to Becky on or before May 1, 2025
- V. Solicitor’s Report**
 - a) Delinquent EIT prosecution update
- VI. Meetings: **All meetings scheduled via zoom at 6:00 PM****

2025 Meeting Dates: Thursday, June 26, 2025
Thursday, September 25, 2025
Thursday, December 18, 2025
- VII. Public Comment**
- VIII. Adjournment**