

# VILLAGE BOARD BUDGET PROCESS



Presented by:  
**The Office of the State Comptroller  
Syracuse Regional Office**

Date	Location	Time	Please Register By:
Feb. 26, 2008	Village of Central Square Municipal Office 3125 E. Avenue, Central Square, New York	7 p.m.-9 p.m.	Feb. 22, 2008
Feb. 28, 2008	Village of Boonville Municipal Office 13149 State Rte. 12, Boonville, New York	7 p.m.-9 p.m.	Feb. 25, 2008

Sponsored by:  
NYS Tug Hill Commission, Cooperative Tug Hill Council, Northern Oneida  
County Council of Governments, River Area Council of Governments, North  
Shore Council of Governments and Salmon River Council of Governments

This training program is designed to assist village officials in preparing their annual budgets. Topics to be covered include:

- ❑ An overview of the budgetary responsibilities of village officials
- ❑ How to develop a structurally balanced budget
- ❑ Key elements of the annual budget
- ❑ Tools available for assisting village officials in the budget process
- ❑ Monitoring and amending the annual budget

**To Pre-Register for this Training Program – Contact:**

**Tug Hill Commission  
toll-free at 1-888-785-2380 or (315) 785-2380**

**THERE IS NO FEE FOR THIS TRAINING**