

Finance Committee Meeting

Held via GoToMeeting (Due to the COVID-19 Stay At Home Order)

Present: JULIE O'ROURKE– JEREMY GRAHAM– LORI MORGAN

Guests: Sally Bennett

The meeting was called to order at 5:33 p.m.

1. **Approve February 8, 2021 meeting minutes** – A motion was made by MS. MORGAN, seconded by MRS. O'ROURKE. Roll call – all approved.
2. **Disclosure of any Conflict of Interest** – None.
3. **Public Comment** – There was no public comment.
4. **Azavar Government Solutions Update** – Mrs. Bennett contacted Azavar and forwarded a status update. We are about halfway through our obligatory payments to Azavar for the discovery of missing ComEd Utility Tax accounts.
5. **Budget 2020** – Mrs. Bennett has a meeting with Mark Olson to begin the preparations for the 2020 financial audit.
6. **Budget 2021** – Some expenses on the 2021 budget report will be adjusted after the 2020 fiscal year is closed. Video gaming revenue seems to be increasing.
7. **Aging/Write-Off Review – IDROP** – The monthly aging report was reviewed by the Committee, one account that had a lien on the property and a balance due of \$1,720.27 has been paid in full.
8. **Bank Reconciliation Review – November, December, January** – The November, December & January reconciliations were reviewed and explained by Mrs. Bennett. The reconciliations will be included in the consent agenda at the March 8th Board meeting.
9. **Credit Card Review – January** – The January credit card bill was reviewed and explained by Mrs. Bennett. This will be included in the consent agenda at the March 8th Board Meeting.
10. **Office Staffing** – The 2021 budget has expense amounts in the office salaries line items to account for each person's 500 hours of temporary pay and then an estimated rate after the 500 hours have been completed. Chris Gibler will reach her 500 hours mark through Furst Staffing this month. The Admin Team will meet to discuss the hiring process.
11. **Mantle Development Update** – The Village received 9 parcels of land from Mantle Development Group in exchange for the payment of their back property taxes, totaling \$14,741.04 on 2/26/21. It was noted by Attorney Gaziano that we received \$12,820.50 in recapture fees, offsetting the cost of the taxes. Mrs. Bennett will find out if we can get exempt status on the property taxes until the lots are sold.

12. Policy Project – No update

- **Purchase Order limit**
- **Department Leader Spending Limit –**

13. New Business –The admin costs added to the garbage charges will be discussed at the Board Meeting. The question of whether there should be a discount for senior citizens and determining what costs these fees will offset.

Whether or not to have the 4th of July fireworks will be discussed at the Board Meeting. There are new CDC guidelines for vaccinated people in public. There could be repercussions if the Board decides to go against State of Illinois Governor's mandates for social distancing.

The Appropriation Hearing is happening before the Board meeting; however, it is not on the Board agenda for approval. The Board will need to have a special meeting to approve it prior to 3/31/21.

14. Executive Session - The committee did not go into Executive Session.

15. Next Meeting – The next meeting will be April 12th at 5:30 p.m.

16. Adjourn – A motion was made to adjourn at 6:17 p.m. by MRS. O'ROURKE, seconded by MS. MORGAN, roll call vote – all approved. The meeting was then adjourned.



Sally Bennett, Treasurer