

**FINANCE COMMITTEE MEETING  
OCTOBER 9, 2007**

Trustee Linda Melton called the meeting to order at 7:14 P.M.

Members present: Stephen Appell, Linda Melton

Also present: President Claeysen, Sally Hollembeak, Jill Miller, Village Clerk, Nancy Belt, David Nord, Jackie Schulenburg, Chief Gary Maitland & Tad Whitchurch

Absent: Lori Laye

Linda Melton so moved to adopt the amended agenda:

Adding: Rockford Area Economic Development Council  
Village Profile Winnebago County Atlas Ad

Stephen Appell seconded. Motion carried by voice vote.

Linda Melton so moved to approve the minutes of September 11, 2007. Stephen Appell seconded. Motion carried by voice vote.

### **MCGLADREY & PULLEN REPORT**

Linda Melton asked Lysa Thoeny from McGladrey & Pullen to please come forward to address the committee. Ms. Thoeny presented and reviewed the management letters. Lysa Thoeny presented and reviewed with the committee the summary under the auditing standards, and also the preliminary draft of the year ended April 30, 2007 audit report. After Lysa highlighted certain pages of the audit Linda asked that everyone review the preliminary audit report and direct any changes or questions to Nancy Belt or Jackie Schulenburg. **Linda Melton so moved to send the 2006/07 audit to the village board meeting on October 16, 2007. Stephen Appell seconded. Motion carried by voice vote.**

**REVIEW/APPROVE THE BILLS:** Linda Melton stated that the bills have been reviewed and are ready to send them to the board for approval. **Linda Melton so moved to send to the village board authorizing payment of all bills signed and approved by the finance committee on October 9, 2007. Stephen Appell seconded. Motion carried by voice vote.**

### **BUDGET CALENDAR**

Linda Melton announced that according to the October budget calendar:

- Department Heads are to review personnel
- Village Board review the employee handbook

### **IML CONFERENCE**

No updates for the IML conference.

**PRESIDENT'S REPORT**

President Claeysen presented the committee with the Illinois Municipal League Risk Management Association invoice for the Village's general insurance coverage. The early renewal amount is \$89,121.34 if paid by November 16, 2007. **Linda Melton so moved to send to the village board authorizing the amount of \$89,212.34 to the Illinois Municipal League Risk Management Association for the village's general insurance coverage fiscal year 2007/08. Stephen Appell seconded. Motion carried by voice vote.**

President Claeysen presented the committee with a proposal from the Rockford Area Economic Development Council asking the village to become a member for five years and pay \$3,500 a year starting 2008-2012. President Claeysen said that if the village wishes to discontinue its membership during the five year period the village is only obligated to pay the \$3,500 for the years of participation.

President Claeysen said that after attending the meeting with Janyce Fadden and other representatives he would recommend joining RAEDC. Claeysen said that he agrees with their proposed plans to promote growth in our region and feels that the village would benefit from their marketing strategies to build economic development.

**Linda Melton so moved to send to the village board approving the membership to the Rockford Area Economic Development Council commencing 2008 – 2012 @ \$3,500.00 a year with expenditures from the tourism fund. Stephen Appell seconded. Motion carried by voice vote.**

President Claeysen presented the committee with prices to place an Ad in the Winnebago County Atlas to promote the village. David Nord noted that the village has free advertisement already included in the Atlas. After further discussion it was the consensus not to place an Ad at this time.

**ICSA CHICAGO DEALMAKER TRADESHOW**

President Claeysen presented the committee with David Nord's request to attend the ICSC Tradeshow in Chicago.

**Linda Melton so moved to send to the village board approve for David Nord and Melanie Benney attendance at the ICSC Chicago Dealmaker Tradeshow October 24 – 26, 2007 at a cost not to exceed \$1,690.00. Stephen Appell seconded. Motion carried by voice vote.**

Linda Melton so moved to adjourn at 7:56 pm. Stephen Appell seconded. Motion carried by voice vote.

Recorded by Village Clerk, Nancy L. Belt

Approved by President Jim Claeysen October 12, 2007

