

**FINANCE COMMITTEE MEETING
MARCH 11, 2008**

Trustee Linda Melton called the meeting to order at 7:15 P.M.

Members present: James Coppernoll, Stephen Appell

Also present: President Claeysen, Sally Hollembeak, Nancy Belt, David Nord, Tad Whitchurch, Jackie Schulenburg, Scott Kramer, and Chief Gary Maitland

Linda Melton so moved to adopt the amended agenda adding conference request under Administrator's report. James Coppernoll seconded. Motion carried by voice vote.

James Coppernoll so moved to approve the minutes of February 12, 2008. Stephen Appell seconded. Motion carried by voice vote.

APPROVE THE BILLS: Linda Melton so moved to send to the village board authorizing payment of all bills signed and approved by the finance committee on March 11, 2008. Stephen Appell seconded. Motion carried by voice vote.

BUDGET CALENDAR

Linda Melton announced that according to the March Budget Calendar:

- Department heads, village hall staff, President Claeysen, and village board should be reviewing the current 2007/08 budgets and transfers.
- The Budget Director should submit tentative budgets to the village trustees.
- Village Board should adopt final wages.

PRESIDENT'S REPORT

President Claeysen stated that safety, public works budgets have been reviewed at their appropriate committee meetings and **his** is working with Jackie Schulenburg to combine the tentative budgets for the board. President Claeysen suggested scheduling another finance committee meeting for March 25, 2008 in order to review the tentative budget this will be decided at the next Board meeting. Everyone agreed.

2008/09 ADMINISTRATIVE BUDGET

David Nord provided/reviewed with the committee his proposed 2008/09 administrative budget. David highlighted a few changes under the tourism line item. President Claeysen presented the committee with a letter from the Cherry Street Club requesting funds for their annual holiday dinner. No amount was requested so the committee asked President Claeysen to contact the representatives and look into what was given to them the last time.

Nancy Belt stated that Alpine Bank representatives demonstrated to staff a *check scanner* that would be connected to the village internet. Staff would scan the checks, enter data on the deposit slips and the money is deposited in their appropriate account immediately. The bank fees: one time set-

up/installation fee \$100.00. Ongoing monthly fee for equipment lease \$50.00. After Q&A President Claeysen said that this request will be considered for 2008/09 Adm. budget.

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David Nord informed the committee that staff met with a representative from the Illinois Treasurer's Fund department to introduce the *Illinois Funds E-Pay* system that would allow water customers the ability to pay their bills online using credit cards, or debit cards. David said he would keep everyone updated, after receiving more information.

David Nord stated that he has a request from Nancy Belt to attend the Municipal Clerks of Illinois seminar held April 10- 11, 2008 in Galesburg, Illinois in the amount of \$150.00. Linda Melton so moved to send to the village board approving the amount of \$150.00 for Nancy Belt to attend the Municipal Clerks of Illinois seminar held April 10- 11, 2008 in Galesburg, Illinois. James Coppennoll seconded. Motion carried by voice vote.

Linda Melton so moved to go into executive session at 7:50 pm. for the purpose of discussing personnel. Stephen Appell seconded. Motion carried by voice vote.
Village Clerk, Nancy Belt was excused from attending executive session at 7:50 pm.

Recorded by Village Clerk, Nancy Belt

Finance committee minutes approved by Chairman Linda Melton on March 12, 2008

Linda Melton called the meeting back to order out of executive session at 8:48 pm. Linda so moved to adjourn. James Coppennoll seconded. Motion carried by voice vote.

Recorded by Linda Melton