

**Lake County Forest Preserves  
Finance Committee Minutes – January 9, 2020**

The Lake County Forest Preserve District Finance Committee met on Thursday, January 9, 2020. The meeting was held at the District’s General Offices, 1899 West Winchester Road, Libertyville, Illinois.

**1.0 Call to order** - With a quorum present, Chair Terry Wilke called the meeting to order at 1:00 pm.

**Committee Members Present:**

Terry Wilke, *Chair*  
Steve Carlson  
Sandy Hart  
Ann Maine  
Mike Rummel  
Julie Simpson – via phone  
John Wasik

**Also Present:**

Angelo Kyle, President  
Mike Tully  
Steve Neaman  
Mary Kann  
Nan Buckardt  
Katherine Hamilton-Smith  
John Nelson  
Rebekah Snyder

Sue Hawkins  
Jackie DeMasi  
Allison Frederick  
Julie Gragnani  
Matt Norton, *Corporate Counsel*

**Absent:**

Paul Frank  
Michael Danforth

**2.0 Pledge of Allegiance** – Member Rummel led the Pledge of Allegiance.

Chair Wilke noted a request from member Julie Simpson to attend the meeting via telephone due to a family or other emergency. Hearing no objections, he declared member Simpson present.

**3.0 Approval of Minutes** – Chair Wilke advised the committee of a correction to a typo that was made in the draft minutes previously distributed to the committee. The minutes in the meeting packets and the original to be passed for signatures included the correction. Motion by member Rummel, second by member Carlson to approve the minutes of December 5, 2019. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

**4.0 Public Comment** – None

**5.0 Addenda to the Agenda** – None

**6.0 Executive Director Report** –Chief Operations Officer Mike Tully presented Executive Director Kovach’s report:

- 2019 Grants and Donations totaling over \$5.5 million;
- Strategic Plan Objective 6 - Refreshed District logo;
- Celebration of Souls exhibit at Dunn Museum closed on January 5<sup>th</sup>; next exhibit to feature artwork of Waukegan artist Reima V. Ratti;
- Sunset walk for Winter Solstice was attended by 130 people;
- Steering Committee on March 9<sup>th</sup> to review draft objectives for Board approval in April;
- 2019 Incident Rate was 7.33 – down from the 2015 rate of 11.08;
- Fort Sheridan Cemetery jurisdiction was transferred to the U.S. Veterans Administration;
- Annual volunteer recognition event on February 1<sup>st</sup> at Greenbelt Cultural Center.

**7.0 Correspondence - None**

**8.0 Finance**

8.1 Monthly Financial Report – Finance Director Steve Neaman summarized the 17-month financial report ending November 30, 2019 and noted that staff would bring a policy direction request to committee next month regarding the IMET settlement funds received and surplus debt service funds. He responded to questions and a brief discussion ensued.

**9.0 Administration**

9.1 Recommend approval of Ordinance Amending Personnel Policy 4.1 – Paid Holidays – Director Tully noted that following the County’s lead, Martin Luther King Day will be changed from a floating to a fixed holiday. The District would be able to make this change effective this month. The committee discussed the Good Friday floating holiday and the committee directed staff to look into the history of designating Good Friday as a holiday. Motion by member Rummel, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

**10.0 Executive**

10.1 Recommend approval of a Resolution approving a Contract with Lincolnshire Marriott Resort to be the Host Venue for the 2022 Special Park Districts Forum – Director Tully gave an overview of the contract, noting that a \$5,000 policy would be required this year plus \$5,000 in 2021; and would commit the District to be the host. Mr. Tully responded to questions and a general discussion ensued. Motion by member Maine, second by member Carlson to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

**11.0 Operations Committee**

11.1 Recommend approval of a Resolution Awarding a Three-Year Contract for Microsoft Software Licensing to CDW-Government, Inc., Vernon Hills, Illinois in an amount not to exceed \$122,944.50, through an Illinois Department of Central Management Services contract, pursuant to the Illinois Governmental Joint Purchasing Act – Director Tully summarized the recommendation and Director Kann responded to questions. Motion by member Rummel, second by member Wasik to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

**12.0 Old Business - None**

**13.0 New Business – None**

**14.0 Closed Session - None**

**15.0 Next meeting: February 6, 2020**

**16.0 Adjourn** – Motion by member Rummel, second by member Maine to adjourn. Voice vote being had, the motion passed unanimously and the meeting was adjourned at 1:25 p.m.

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**APPROVED:**

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
<u>Terry Wilke, Chair</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Ann B. Maine</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Paul Frank, Vice Chair</u>	<input type="checkbox"/>	<input type="checkbox"/>	<u>S. Michael Rummel</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Steve Carlson</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Julie Simpson</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Michael Danforth</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>John Wasik</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Sandy Hart</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			