

**Lake County Forest Preserves
Finance Committee Minutes – June 30, 2022**

On Thursday, June 30, 2022, the Lake County Forest Preserve District's Finance Committee met at the District's General Offices in Libertyville, Illinois.

1.0 Call to Order - Chair Julie Simpson called the meeting to order at 1:01 p.m.

2.0 Roll Call - Committee Secretary Julie Gragnani called the roll and five committee members responded: Julie Simpson, Chair; Carissa Casbon, Paras Parekh, and John Wasik. President Angelo Kyle was present, establishing a quorum. Member Ann Maine arrived at 1:02 p.m. following the roll call. Members Michael Danforth, Vice Chair Frank, Sandy Hart and Kevin Hunter were absent.

Also Present:

Alex Ty Kovach
Mike Tully
Steve Neaman
Nan Buckardt
Mary Kann
Randy Seebach

Rebekah Snyder
John Tannahill
Erika Stergos
Matt Norton, Corporate Council
Julie Gragnani
Sandy Meyers

On Zoom:

Alex Eichman
Dan Stearns
Pati Vitt
David Moore, Outside Attorney

3.0 Pledge of Allegiance – Member Wasik led a Pledge of Allegiance.

4.0 Addenda to the Agenda – None

5.0 Approval of Minutes – Motion by member Wasik, second by member Casbon to approve the minutes of June 6, 2022, open and closed sessions. Voice vote being had, the motion passed unanimously.

6.0 Public Comment – None

7.0 Executive Director Report – Executive Director Kovach reported on the following:

- Recycle Right information has been installed on signs at recycling centers District-wide;
- Dunn Museum will exhibit a two-sided painting by Waukegan artist Reima V. Ratti;
- Field trips for the school year concluded with attendance about 60% of the last pre-Covid year;
- School districts eligible for this year's Gateways Grant Program;
- Recent gathering at Nippersink Forest Preserve celebrating the renaming of Manitou Creek;
- Museum staff recently met at Bonner Farm with John Bonner, great-great-grandson of William;
- Science Explorers in Nature on July 15 at Greenbelt Cultural Center;
- Volunteer Recognition Picnic on July 8 at Independence Grove, North Bay Pavilion;
- New Herbicide Quick-Start Guide for Lake County residents – a copy was distributed;
- New issue of Horizons is now available in print and online;

8.0 Correspondence – None

9.0 Unfinished Business – None

10.0 New Business

10.1 Invoices and Requisitions – Motion by member Casbon, second by member Parekh to approve the January and February 2022 invoices for legal services. Voice vote being had, the motion passed unanimously and the invoices were circulated for signatures.

10.2 Monthly Financial Report – Finance Director Neaman summarized the financial report for month ending May 31, 2022; there were no questions or comments.

10.3 Recommend approval of a Resolution approving an Annual Support and License Agreement for Financial Software to Tyler Technologies, Inc., MUNIS Division, in the Contract Price of \$112,220.28 – Motion by member Maine, second by member Casbon to approve the recommendation. Director Kovach summarized the annual agreement and license for the District’s financial software. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.4 Recommend approval of an Ordinance establishing Fees and Charges for District Permits, Programs, Services and Facilities - Motion by member Casbon, second by member Maine to approve the recommendation. Director Kovach reviewed the revisions to the annual Fee Ordinance. Education Director Buckardt explained the reorganized fees for the Dunn Museum, noting that the archive fees needed to be redone after the departure of the Teich archive collection. Chief Business Development Officer Stearns explained the reductions and increases to fees at rental facilities and golf courses to reflect market conditions. Staff responded to questions and a general discussion ensued. The committee discussed whether there was any flexibility for fees for cross country track meets. Chief Operations Officer Mike Tully explained that track meets are labor intensive. Executive Director Kovach noted that District must recover its costs, otherwise the District would be subsidizing the events. Mr. Tully clarified that a revision to the fee matrix would need Board approval. Mr. Tully noted that staff could do a study and bring the information back to the committee. Following further discussion, with a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

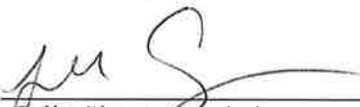


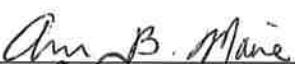
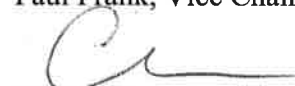
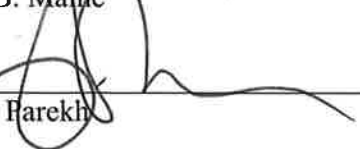
11.0 **Miscellaneous Business** – Community Engagement and Partnerships Director Rebekah Snyder introduced new department staff.

12.0 **Closed Session** – Motion by member Casbon, second by member Parekh to go into closed session for the purpose of setting the price for the sale or lease of property; and for discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees. Roll call vote being had, the motion passed by a vote of: AYES: 5, NAYS: 0. The committee went into closed session at 1:44 p.m. and returned to open session at 3:24 p.m.

13.0 **Potential Action Following Closed Session** – None

14.0 **Adjournment** - With no further business, Chair Simpson declared the meeting adjourned at 3:24 p.m.

APPROVED:

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
 Julie Simpson, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 J. Kevin Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Paul Frank, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Ann B. Maine	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Carissa Casbon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Paras Parekh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Michael Danforth	<input type="checkbox"/>	<input type="checkbox"/>	_____ John Wasik	<input type="checkbox"/>	<input type="checkbox"/>
_____ Sandy Hart	<input type="checkbox"/>	<input type="checkbox"/>			