

**FINANCE COMMITTEE MEETING  
MAY 8, 2012**

Chairman, Gary Maitland called the meeting to order at 7:03 pm.

Member present: JoAnn Hudson, Stephen Appell

Also present: Chief Todd Houde, Treasurer, Karen Melloch, David Schroeder, Administrator, David Nord, Sally Hollebeak, Scott Kramer, Village Clerk, Nancy Belt, President Jim Claeysen

Gary Maitland moved to adopt the agenda adding:

Public Works Seasonal Employees

Tourism Taxes

JoAnn Hudson seconded. Motion carried by voice vote.

Gary Maitland moved to approve the minutes of April 10, 2012. JoAnn Hudson seconded. Motion carried by voice vote.

**TREASURER'S REPORT**

Karen Melloch informed the committee that according to the April 30, 2012 annualized report she estimated cash on hand at \$2,317,564 showing an increase in cash of \$748,000. Karen Melloch stated that with Nancy Belt retiring staff will be short an extra check signer and Melanie Benney is authorized to sign checks only in an emergency. President Claeysen said that the village board is working on this.

**PAYMENT OF THE BILLS**

Gary Maitland recommended a five minutes recess to review invoices.

Gary Maitland moved to recommend to the village board to authorize the payment of bills totaling \$108,012.51 that were signed and approved by the finance committee on May 8, 2012. Stephen Appell seconded. Motion carried by voice vote.

**MAY BUDGET CALENDAR**

- a. Appoint Budget Director
- b. Prepare for the Audit

**RAEDC MEMBERSHIP RENEWAL**

David Nord stated that the village received an invoice from Rockford Area Economic Development Council for \$3,500.00. President Claeysen recommended paying this invoice because the village benefits from their marketing strategies to build economic development in the Rockford Region. Gary Maitland moved to send to the village board to approve the amount of \$3,500.00 to be paid to the Rockford Area Economic Development Council. JoAnn Hudson seconded. Motion carried by voice vote.

**PRESIDENT'S REPORT**

President Claeysen stated that the public works department budgets to hire four seasonal employees at \$10.00 an hour and recommended to the committee to begin accepting applications. Gary Maitland moved to hire four (4) seasonal public works employees at \$10.00 an hour and the total employee wages not exceed the budgeted amount of \$19,200.00. Stephen Appell seconded. Motion carried by voice vote.

**ADMINISTRATOR'S REPORT**

David Nord requested to attend the Illinois Management Summer Conference held in Galena, Illinois on June 27 – 29, 2012. Gary Maitland moved to send to the village board authorizing the amount of \$520.00 for David Nord to attend the Illinois Management Summer Conference held in Galena, Illinois on June 27 – 29, 2012. JoAnn Hudson seconded. Motion carried by voice vote.

**TOURISM TAXES**

David Nord stated that he received a resolution from Tim Dimke, Executive Director Rockford Park District asking the village to pass this resolution to allow Winnebago County to impose a hotel tax of up to 2% to initiative to enhance amateur sports tournament and recreation venues in Rockford, Loves Park, and other municipalities within Winnebago County. This information will be forwarded on to the trustees.

Gary Maitland moved to adjourn the meeting at 7:27 pm. Stephen Appell seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy Belt

Chairman Gary Maitland approved the minutes on May 10, 2012