

**FINANCE COMMITTEE MEETING
SEPTEMBER 14, 2010**

Chairman, Gary Maitland called the meeting to order at 6:48 pm.

Members present: James Coppernoll, Stephen Appell

Also present: President Claeysen, Village Clerk, Nancy Belt, Chief Todd Houde, Treasurer, Karen Melloch, David Schroeder, and David Nord, Scott Kramer, Stephen Appell

Absent: Sally Hollembeak

Gary Maitland moved to adopt the agenda as presented. James Coppernoll seconded. Motion carried by voice vote.

Gary Maitland moved to approve the minutes of August 10, 2010. James Coppernoll seconded. Motion carried by voice vote.

TREASURER'S REPORT

Karen Melloch presented the committee with August General and Water funds profit & loss summaries. Karen noted that the general funds reflect a revenue increase due to the cut back on expenditures. Karen Melloch stated that the August telecommunication tax was received in the amount of \$6,719.48 and questioned why the amounts received are so irregular each month. Also, Karen informed the committee that based on the general profit & loss records the village is spending less than last year of approximately \$374,000. Everyone thanked Karen for her informational report.

REVIEW THE BILLS: Gary Maitland asked everyone to review the bills until 6:56 pm.

PAYMENT OF THE BILLS

Gary Maitland moved to send to the village board authorize payment of all bills signed and approved by the finance committee on September 14, 2010. James Coppernoll seconded. Motion carried by voice vote.

BUDGET CALENDAR

Gary Maitland announced that according to the September Budget Calendar the board should be reviewing budget issues. Gary said this is currently being done.

COMPUTER PURCHASE: A new computer was purchased for the administration department.

COMPUTER SOFTWARE UPGRADES

Gary Maitland reported that Angela Hale submitted a computer inventory report for the administration, police department and public works (See attached document) showing a cost of hardware \$17,900.00 and software \$11,890.00. President Claeysen said that he asked Angela to compile this information in order to begin a computer rotation program. David Schroeder asked for more information regarding the licensing program. President Claeysen said that according to Angela each PC has its own version and upgrades are not available.

Stephen Appell arrived at 7:03 pm.

It was the consensus to forward the computer inventory list to the department heads to consider budgeting computer upgrades in the 2011/2012 budgets.

COMCAST BUSINESS CLASS TELEPHONE PROVIDER

Gary Maitland reported that Angela Hale, Chief Todd Houde & Chuck Freeman researched changing the village phone system provider from Frontier to Comcast. (see attached sheet) President Claeysen said that Comcast agreement would be a 48% savings of \$5,865.72 per year. This promotional price expires 9/21/10 and must be submit by Thursday this week. President Claeysen stated that this agreement needs to be forwarded to Attorney Jim Stevens to review, and asked if the expiration date can be changed. Gary Maitland moved to send this to the September 21, 2010 village board meeting authorizing President Jim Claeysen to sign the Comcast Business Class Telephone agreement. James Coppernoll seconded. Motion carried by voice vote.

PRESIDENT'S REPORT

President Claeysen announced that Wednesday, September 15, 2010 is the first of four community open houses to answer questions that residents may have on the Sales Tax referendum. Claeysen said that because the village has to follow the guidelines to the open meetings act Trustees Gary Maitland and Stephen Appell will be attending.

President Claeysen informed the committee that the police pension board members must attend a 16 hour training session and said he approved the credit card expenditure for four attendees to attend this training course at Northwestern on September 27-28, 2010 at a total cost of \$2,000.00. Karen Melloch stated that they will be driving back and forth each day and the cost will be reimbursed to the general fund.

ADMINISTRATOR'S REPORT

David Nord stated that Angela Hale's computer crashed this month and he had to make an emergency purchase. David said he did budget for a new computer out of the tourism account. Stephen Appell moved to send to the village board to approve the purchase of a Dell computer/software for the administration department in the amount of \$1,492.00 disbursed from the tourism account. James Coppernoll seconded. Motion carried by voice vote.

CHIEF OF POLICE REPORT

Chief Todd Houde reported that the police department was awarded a grant for an in-car squad computer from ILEAS. Chief Houde noted that the computer will arrive sometime in December and also noted that this is one of the replacement computers listed from Angela's computer inventory report. Everyone thanked Chief Houde.

Gary Maitland moved to adjourn at 7:25 pm. James Coppernoll seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Chairman Gary Maitland approved the finance minutes on September 16, 2010