

**VILLAGE OF CHERRY VALLEY, IL  
FINANCE COMMITTEE MINUTES  
JANUARY 8, 2013**

Chairman Gary Maitland called the meeting to order at 7:01PM. A Roll Call was taken.

Gary Maitland	Present
Stephen Appell	Present
JoAnn Hudson	Present

Also present: Village President Jim Claeysen, Village Administrator David Nord, Chief of Police Todd Houde, Village Treasurer Karen Melloch, Village Clerk Dana Ward and Village Trustees David Schroeder, Sally Hollembeak and Scott Kramer.

**ADOPT THE AGENDA:** Gary Maitland motioned to adopt the Agenda. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

**APPROVE THE MINUTES:** Gary Maitland motioned to approve the minutes for December 11, 2012. JoAnn Hudson seconded. All "Aye"; none opposed. Motioned carried by voice vote.

**TREASURER'S REPORT:** Treasurer Karen Melloch supplied the Committee with a copy of the cash on hand and budget expenditures. She reported that the sales tax dollars came in lower than expected for last month. She revised the figures and overall cash balance figures still remain approximately \$135,000 higher than originally projected. She noted that some of the projects expected for this year will not be done by the end of the fiscal year. Jim Claeysen noted that these will be "roll over" projects and will need to be re-budgeted for next year. Attorney fees are in good shape and there is about \$22,000 left in that account for the remainder of the fiscal year. W2's came in today. Employees received theirs today and the Board will receive theirs next week when 1099's are printed. Payroll balanced. Ms. Melloch set up all the 2012 Bond accounts. In the next Quick Book summary there will be a new page called "2012 Bond Fund". The first accrual will be in there for January. President Claeysen has signed the ADP contract and training will happen in about three to four weeks. The FOP has informed Ms. Melloch that the Union Fees will need to be withheld via payroll checks. This will probably begin during the third payroll in January. The Village has not received a corrected BCBS bill yet; a revised bill will be coming for about \$35,000. Ms. Melloch talked to the auditors today. The Project A Fund principal and interest was not budgeted. The Auditors suggest that the Board rebudget the 2005A Project Fund to reflect the principal and interest payment. This will show how the cash was used. This can be completed in April when the transfers are done, along with Capital Improvement for any Fire issues.

**PUBLIC COMMENT:** None.

**UNFINISHED BUSINESS:** David Nord gave the Committee Members information for two of the three companies contacted for estimates for the Website update. Mr. Nord is waiting for the third estimate. Scott Kramer asked about the Web Survey project and

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**UNFINISHED BUSINESS:** (Continued).

Mr. Nord responded that he should have more information after January 25, 2013. Gary Maitland requested to keep this on the Agenda for next month.

**NEW BUSINESS:**

1. Gary Maitland asked that all Members review the bills.
2. Gary Maitland moved to pay the bills in the amount of \$38,812.20 and forward to the Village Board. Stephen Appell seconded. JoAnn Hudson requested that the bill from Barrick Switzer in the amount of \$1700.00 be withheld. Discussion ensued. Gary Maitland and Stephen Appell feel that the work has been done and there is an obligation to pay this bill. Gary Maitland asked that the record show that JoAnn Hudson disputed this bill and requested that this bill be voted on separately at the Village Board meeting. All "Aye"; none opposed. Motion carried voice vote.
3. Budget Calendar: Gary Maitland asked that the department heads be mindful and work on their appropriate budget calendars. The second item is to work on the Tentative Budgets for submission to the Budget Director.

**PRESIDENTS REPORT:** None report.

**ADMINISTRATOR'S REPORT:** David Nord requested to attend the Winter ILCMA conference in Peoria, IL, February 20-22, 2013, for a total cost of \$540.00. Gary Maitland moved to take to the Village Board this request, not to exceed \$540. Travel Expenses and Registration, Line Item numbers 5195A and 5200A. All "Aye"; none opposed. Motion carried by voice vote.

Gary Maitland moved to go into closed session at 7:20 PM under 2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Stephen Appell seconded. A Roll Call was taken.

Gary Maitland	AYE
Stephen Appell	AYE
JoAnn Hudson	AYE

Gary Maitland reconvened the Finance Committee meeting at 7:45PM. A Roll Call was taken.

Gary Maitland	Present
Stephen Appell	Present
JoAnn Hudson	Present

Gary Maitland moved for adjournment at 7:45PM. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Dana Ward, Village Clerk  
Minutes approved by Gary Maitland January 11, 2013.

**AGENDA  
FINANCE COMMITTEE  
TUESDAY, JANUARY 8, 2013  
TIME: 7:00 P.M.**

**CHAIRMAN:** GARY MAITLAND  
**MEMBERS:** STEPHEN APPELL  
JOANN HUDSON

**ADOPT THE AGENDA:**

**APPROVE THE MINUTES:** December 11, 2012.

**TREASURER'S REPORT:**

**PUBLIC COMMENT:**

**UNFINISHED BUSINESS:**

1. Website Update and Review of Proposals.

**NEW BUSINESS:**

1. Review Bills.
2. Authorize Bills for Payment.
3. Budget Calendar.
  - a. Submit Proposed Budgets New Fiscal Year to Appropriate Committee.
  - b. Present Tentative Budgets to Budget Director.

**PRESIDENTS REPORT:**

**ADMINISTRATOR'S REPORT:**

1. Request to attend Winter ILCMA conference.

**CHAIRMAN'S REPORT:**

Executive Session: 2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

**ADJOURNMENT:**

GLM 1/3/2013