

**THE VILLAGE OF HAWTHORN WOODS**  
**MINUTES OF THE FINANCE COMMITTEE**

**April 11, 2016**

- I. Meeting was called to order by Chairman Ponzio at 5:36pm. Members present were Trustee Peter Ponzio, Trustee Kelly Corrigan, Trustee Steve Riess, Jayne Kosik, Surinderpal Kalra and Chuck Schulte. Also present was Chief Financial Officer Kristin Kazenas.
- II. No members of the public were present.
- III. Motion to approve the minutes from the March 14, 2016 meeting was made by Kelly Corrigan and seconded by Chuck Schulte. There was one correction to the spelling of Trustee Riess's name. With a roll call vote, the motion carried unanimously.
- IV. CFO Report – CFO Kazenas presented her report. She also discussed potential changes in overtime rules for exempt employees. She discussed the status of the 2015 audit report noting that information needed to complete the pension accrual was not yet available from IMRF. She noted there was a strong possibility that the report would not be ready for the May 2<sup>nd</sup> meeting.
- V. New Business
  - A. A motion was made to approve the February 2016 financial statements by Trustee Riess and seconded by Chairman Ponzio. CFO Kazenas discussed the status of income tax payments (LGDF) due from the state of Illinois noting that the state caught up on past due payments due to the Village in January 2016, but is currently behind in making the February and March 2016 payments. Most expense line items are trending to budget. With a roll call vote, the motion carried unanimously.
  - B. A motion was made to recommend approval of Advanced Business Networks (ABN) connectivity proposal by Kelly Corrigan and seconded by Jayne Kosik. The Village will consolidate all services under ABN. Highlights include increased ability to store and retrieve data back-up and a better system to help with emergency management procedures and electronic records. It will include phones except dedicated lines. Under this scenario, Comcast will be eliminated. There will be a small financial impact - \$3,000 to \$4,000 over budget which will be covered by CPI funds. With a roll call vote, the motion carried unanimously.
- VI. Old Business
  - A. Funding options for capital improvement plan and infrastructure project. CFO Kazenas and COO Pam Newton are working on program initiatives with regard to this project and obtaining information from all Village departments. There was no action taken.
  - B. Special Service Area #4 Debt. There was no change in status from the prior month regarding the status of the SSA #4 debt.
  - C. A motion was made to recommend approval of the authorized financial institution list by Kelly Corrigan and seconded by Surinderpal Kalra. The list was last updated in 2010. With a roll call vote, the motion carried unanimously.

VII. With no further business to discuss, a motion was made by Kelly Corrigan, seconded by Chuck Schulte to adjourn the meeting at 6:36 pm. The motion carried by unanimous voice acclamation.

 4/7/16