

THE VILLAGE OF HAWTHORN WOODS
MINUTES - FINANCE COMMITTEE MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, IL 60047
April 14, 2025
6:00 P.M. – Village Hall

- I. The meeting was called to order at 6:05 pm by Chairperson Jayne Kosik. Members present were Trustee Jodi McCarthy, Trustee Cathy Bayer, Trustee Anne Hurst, and Kurt Kolseth. New Committee member Rachel DiMaggio was introduced to the Committee. Also in attendance was CFO Katreina Koprowski, Erika Frable, Public Works Director/Village Engineer, Chris Heinen, Community Development Director and Lee Fell and Mark Emory from Christopher Burke Engineering.
- II. Chair Jayne Kosik asked if there were any members of the public in attendance who wished to address the Committee. There were no residents present to address the Committee.
- III. A motion was made to approve the minutes from the March 10, 2025, meeting by Trustee Anne Hurst, seconded by Trustee Cathy Bayer. Rachel DiMaggio abstained from the vote since she was not in attendance at the meeting. With a roll call vote, the motion carried unanimously.
- IV. A motion to recommend approval of the Sewer Rate Study Update was made by Trustee Cathy Bayer and seconded by Trustee Jodi McCarthy. Lee Fell and Mark Emory from Christopher Burke Engineering presented the Sewer Rate Study Update to the Committee. They discussed the background of the Midlothian Road Sewer System and how the Village operates this system as a proprietary fund, the "Sewer Fund." They presented details on the revenue and operating expenses of the Sewer Fund and key points to consider when making a decision regarding future service charge rates to users. They also presented historical data on the sewer service charge to users of the sewer system. The Committee deferred making a recommendation to approve the study until additional financial information was available after the completion of the 2024 audit. The Committee requested that an updated report be available for the June 2025 meeting. With a roll call vote, the motion carried unanimously.
- V. Chief Financial Officer Koprowski provided her March 2025 CFO report. She has been finalizing the 2024 draft audit report which will be presented to the Committee at the next meeting. She has been in charge of the project to replace old computers for several Village employees with new laptops that have Office 365 software on them. Nine new laptops and five new desktop computers have been received. CFO Koprowski also noted that three new employees started employment with the Village on March 31, 2025, filling open positions in the Public Works and Community Development departments.
- VI. **New Business**
 - A. A motion to recommend approval of the February 2025 financial statements was made by Trustee Anne Hurst and seconded by Chair Jayne Kosik. Revenue is 12.05% collected and expenses were 17.67% spent. Revenue was within budget for the two months ending February 28, 2025. The largest components of revenue are state income tax, sales tax, and utility tax. The first receipt from property taxes is anticipated to be received in May 2025. Expenses were slightly higher than budget and increased compared to the same period in 2024 due to the inclusion of the Parks and Recreation budgets in the General Fund in 2025 and higher general government and police salaries than in the same period in 2024. With a roll call vote, the motion carried unanimously.

- B. A motion to recommend approval for a budget transfer for the Aquatic Center was made by Trustee Jodi McCarthy and seconded by Rachel DiMaggio. The transfer is within the Aquatic Center budget from capital improvements to mechanical equipment for pumps and chlorinators for the Aquatic Center pool. With a roll call vote, the motion carried unanimously.

- C. A motion to recommend approval for a budget amendment to the annual budget for the fiscal year ending December 31, 2025, for the CIP and Sewer Funds was made by Chair Jayne Kosik and seconded by Rachel DiMaggio. The amendment is for the sewer rate study, municipal building repairs, police and public works vehicles, and technology. With a roll call vote, the motion carried unanimously.

VII. Adjournment

With no further business to discuss, a motion was made by Trustee Cathy Bayer and seconded by Trustee Anne Hurst to adjourn the meeting at 8:06 pm. The motion carried by unanimous voice acclamation.