

**THE VILLAGE OF HAWTHORN WOODS**

**MINUTES OF THE FINANCE COMMITTEE**

**June 2, 2014**

- I. Meeting was called to order by Chairman Ponzio at 5:30pm. Members present were Trustee Peter Ponzio, Trustee Steve Riess, Jayne Kosik, Surinderpal Kalra and Chuck Schulte. Also present was Chief Financial Officer Kristin Kazenas. Trustee Kelly Corrigan was absent.
- II. No members of the public were present.
- III. Motion to approve the minutes from the May 5, 2014 meeting was made by Jayne Kosik and seconded by Surinderpal Kalra. With a roll call vote, the motion carried unanimously.
- IV. CFO Kazenas reported that pre-employment drug testing for seasonal employees was implemented for the summer 2014 season. A new server was purchased for the Village and installed over a weekend in May.
- V. New Business
  - A. Motion to recommend approval of an ordinance amending the village code of the Village of Hawthorn Woods – Title 2, Section 2-8-2A, Officers – Finance Committee was made by Trustee Riess, seconded by Jayne Kosik. With a roll call vote, the motion carried unanimously. The amendment states that the chairperson of the Finance Committee does not have to be a trustee. The mayor can appoint a qualified individual to chair the committee. This is consistent with other village committees.
  - B. A motion was made to approve the January 2014 financial statements by Jayne Kosik and seconded by Trustee Ponzio. With a roll call vote, the motion carried unanimously.
  - C. A motion was made to approve the February 2014 financial statements by Surinderpal Kalra and seconded by Jayne Kosik. With a roll call vote, the motion carried unanimously.
  - D. A motion was made to approve the March 2014 financial statements by Trustee Riess and seconded by Surinderpal Kalra. With a roll call vote, the motion carried unanimously.
  - E. A motion to approve the Annual Treasurers report for the year ended December 31, 2014 was made by Trustee Riess and seconded by Surinderpal Kalra. With a roll call vote, the motion carried unanimously. The report is required to be published in accordance with state statute. The report will be published in June 2014.
  - F. A motion was made to approve year-end fund balance transfers by Chuck Schulte and seconded by Trustee Ponzio. With a roll call vote, the motion carried unanimously. The \$400,000 transfer was made from the General and Community Development Funds to the Capital Replacement Fund. Of the \$400,000 transferred, \$100,000 is restricted for street replacement.
- VI. Options for funding the road maintenance project were discussed. No action was taken on this item.

VII. With no further business to discuss, a motion was made by Jayne Kosik, seconded by Chuck Schulte to adjourn the meeting at 6:08pm. The motion carried by unanimous voice acclimation.

Arthur J. Schulte  
9/2/14