

**Ways and Means Committee Meeting
Smith, CHAIRMAN
Neuhauser, and Bender**

**Thursday, November 21, 2019
4:30 PM**

MINUTES

1. Call to Order
Vice chairman Neuhauser called the meeting to order at 4:30 pm
2. Roll Call
Present: Bender, and Neuhauser. Absent: Smith. Also, present: Miller, Stratton, and Lees. Greg Douglas, and Garrick Kirk- Martin /Hood
3. Public Input-nothing to report
4. Approval of Minutes of March 28, 2019
Bender moved to approve March 28, 2019 minutes and Neuhauser seconded. Motion carried.
5. Recommendation to Commission the approval of September/ October 2019 Financial Statements and Billings (Resolution 20-15)
Bender moved to recommend to Commission the approval of September/October 2019 Financial Statements and Billings (Resolution 20-15) and Neuhauser seconded. Motion carried.
Stratton updated on the following:
 - Operating cash decreased \$49,215 and our restricted cash accounts increased by \$911 which nets out to cash being down \$48,304 from last month.
 - Accounts receivables is \$384,792 - \$82,716 that is for annual billings, \$3,000 is for annual GIS billings, \$3,675 is member dues, \$16,276 is billings for local GIS and planning services, \$16,198 is State money and \$262,927 is Federal money.
 - Account payable is \$129,769 - \$123,653 of that is contract services, \$2,680 is monthly bills and the remaining \$3,436 is travel and training expenses.
 - Total revenue for October was \$148,240. We had direct pass-throughs of \$77,807=Operating Revenue \$70,433.
 - Total expenses for October were \$150,771- less direct pass-throughs of \$77,807 = Operating Expenses of \$72,964.

Our bottom line for October is negative \$3,531 but we still have a year to date surplus of \$36,891.

6. Recommendation to Commission the approval of FY19 audit (Resolution 20-17)
Bender moved to recommend to Commission the approval of FY19 audit (Resolution 20-17) and Neuhauser seconded. Motion carried.

Mr. Douglas went over the following:

- Opinion- modified
- Management Discussion and Analysis
- Financial statements
- Note Disclosures
- Federal Audit
- Narrative for no findings
- Illinois Grant recipient
 - Neuhauser asked: What is it doing compared to before? Stratton replied will have to send to GATA for review.
 - Neuhauser asked what we need to be watchful for? Douglas said to make sure everything is accurate.

Mr. Garrett went over the Operational Perspective and reported the audit went smoothly. We will need to get data collection form submitted with 30 days from today.

Miller thanked Debbie Stratton on good job of audit process.

7. Other

Neuhauser mentioned there will be no meetings in December
Miller mentioned pass thru for the Census Grant and SPR grant.

8. Adjournment

Bender moved to adjourn at 5:00 pm and Neuhauser seconded. Motion carried.

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by Debbie Ulrich