

**Ways and Means Committee Meeting
, CHAIRMAN
(Proehl, Drury)**

**Thursday, January 26, 2017
4:30 PM**

MINUTES

1. Call to Order
Vice chair Proehl called the meeting to order at 4:30 pm
2. Roll Call
Present: Proehl, and Drury. Staff: Miller, Lees, and Fletcher. Also Bruce Carmitchel-IDOT
3. Public Input- none
4. Approval of Minutes of October 27, 2016.
Drury moved to approve October 7, 2016 minutes and Proehl seconded. Motion carried.
5. Recommend to Commission the approval of October/November/December 2016 Financial Reports and Billings (Resolution 17-23)
Drury moved to approve and recommend to Commission Resolution 17-23 and Proehl seconded. Motion carried.
 - Fletcher updated that in October our net income was down \$3,853 due to staff leaving mid month, and in November it was down from October due to a staff member left at the end of the month. December Operating cash was \$465,392, account receivables were \$49, 120 and payables were \$1,030. December revenue was 39,765, expenses \$43,931 with a net loss of \$ 4,166. Operating revenue was down due to reduced staff and 19 work days and 3 holidays. Operating expenses were down for November due to staff salaries and related expenses plus quarterly sick time conversion. Over all December was not the best month due to lack of staff and holidays.
 - Miller updated on the staffing concerns and that 2 offers are out for replacing the 2 Planner positions.
 - Proehl asked if we can track what each planner generates. Miller responded that each person is billed out at a utilization rate.

6. Other

Miller asked what the committee thought of TCRPC getting a credit card. The point of getting one would be to do daily transitions. The auditors are neutral on the subject. As of now Miller is putting them on his personal card. This could open his statement to FOIA requests. Drury asked if a policy is in place and Miller said no. We had one but the request to get a credit card was denied. He asked to place this on next month's agenda.

7. Adjournment

Drury moved to adjourn at 4:55 pm and Proehl seconded. Motion carried.

Respectively submitted,

Eric Miller

Executive Director

Recorded and subscribed by Debbie Ulrich