

MINUTES OF THE REGULAR MEETING OF THE FINANCE COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON MAY 18, 2021 IN THE SAVANNA ROOM

A. CALL TO ORDER

Chairman Maier called the meeting to order at 6:02 p.m.

In recognition of the Governor's Disaster Proclamation and his Executive Orders issued thereto, and based upon the size limitations of the Village's meeting facilities, it has been determined that a solely in-person meeting of the board of trustees is not practical nor prudent at this time. Therefore, this meeting is being conducted both in-person and in a virtual conference format.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Chairman Maier and Trustees Brennan and Towne

Absent: None

Chairman Maier declared a quorum.

Also, on the call: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Village Treasurer, Carol Armstrong; Financial Consultant, Dorothy O'Mary; Trustee Pink

C. APPROVAL OF THE MINUTES OF APRIL

Chairman Maier requested a motion to approve the April 20, 2021 meeting minutes. It was moved by Trustee Brennan and seconded by Trustee Towne that the minutes be approved and be placed on file. The motion was carried.

D. REVIEW OF INVOICES PRESENTED FOR PAYMENT

Chairman Maier added three invoices; Sikich in the amount of \$3,750, Hey & Associates, Inc in the amount of \$12,625 and the White Lodging Tax Sharing for 30% in the amount of \$64,261.21.

Chairman Maier stated the new invoice amount for bills to be paid is \$207,249.38.

E. REVIEW OF THE TREASURER'S REPORT FOR APRIL

Chairman Maier mentioned the cash balance amount reflects the \$4 million transferred into Lake Forest Bank and Trust for the land acquisition transaction to be completed. Chairman Maier stated the budget shortage is due to reduced hotel tax being received.

F. UPDATE ON THE FY2020-2021 AUDIT

Financial Consultant O'Mary stated all of audit documents submission has been completed. Additional audit activity is anticipated in the next few weeks. Chairman Maier added Sikich has sent all of the Trustees a letter with a few questions that required their attention and the letter to be returned. Chairman Maier reminded the Trustees that their Statement of Economic Interest was due.

G. DISCUSS 2021 TAX REBATE PROGRAM AND SCHEDULE

Village Administrator Irvin provided a memo on all of the action items needed for the Tax Rebate program. Trustee Armstrong mentioned it would be ideal if Treasurer Weiland to receive a listing of residents' emails and phone numbers to confirm unreadable information. The tax rebate application is being drafted electronically. Trustee Towne said the Village should continue to notarize the program form. Village Clerk Gallo indicated the application will be sent early July and completed by October 1st.

H. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES

The Finance Committee thanked Trustee Brennan for her remarkable 23-years of service to the Village as a Treasurer and Trustee. The Finance Committee acknowledged Bob Irvin's retirement and the great work he provided the Committee during his 8-years of service.

I. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Brennan and seconded by Trustee Towne that the meeting be adjourned at 6:36 p.m.

Sandy Gallo, Village Clerk