

Village of Round Lake Beach
Finance Standing Committee Minutes
Monday, March 9, 2020 – 6:00 p.m.
Village Hall
1937 North Municipal Way
Round Lake Beach, IL 60073

1. **Committee Members:** Chairperson Trustee Cleveland, Trustee Stout, Trustee Davis and Mayor Hill

2. **Call to Order:** 6:00 p.m., by Chairperson Trustee Cleveland

Members Present: Chairperson Trustee Cleveland, Trustee Stout, Trustee Davis, Mayor Hill

3. **Members Absent:** None

Others in Attendance: Trustee Husk; Trustee Nickles; Village Administrator Kilbane; Finance Director Rossi; Staff Accountant Ibrahim; Impact Networking vCIO Daniel Irizarry

4. **Approval of Agenda** A motion was made by Trustee Stout and seconded by Trustee Davis to approve the agenda. All ayes, motion carried.

5. **Approval of Minutes** A motion was made by Trustee Stout and seconded by Trustee Davis to approve the minutes with no corrections for the February 10, 2020 Finance Committee Meeting. All ayes, motion carried.

6. **Scheduled Business**

A. FY2021 Budget

Finance Director Rossi presented information outlining the proposed Annual Budget for fiscal year May 1, 2020-April 30, 2021. The mandatory public hearing notices have been published and the general ledger detail, including footnotes and historical data, will be posted on the Village website.

A motion was made by Trustee Davis and seconded by Trustee Stout to place the approval of the Fiscal Year 2021 Annual Budget on the March 16, 2020 Board Meeting. All ayes, motion carried.

B. IMRF Authorized Agent

Finance Director Rossi discussed the requirement of the governing body to appoint a new Authorized Agent for the Illinois Municipal Retirement Fund, as the prior Finance Director held this position.

A motion was made by Trustee Stout and seconded by Trustee Davis to place the approval of the resolution to appoint Matt Rossi, Finance Director, as the Village's Illinois Municipal Retirement Fund Authorized Agent on the March 16, 2020 Board Meeting. All ayes, motion carried.

C. Impact Contract Amendment

Finance Director Rossi presented information regarding our current Village cell phone management and the need to implement a Mobile Device Manager. The Mobile Device Manager would be overseen by Impact Networking as a part of their complete care plan, in an effort to more effectively manage Village cell phones.

Dan Irizarry answered questions regarding the implementation of the Meraki Mobile Device Manager and the costs associated.

Mayor Hill requested that an audit of all current Village cell phones is performed.

A motion was made by Trustee Davis and seconded by Trustee Stout to table the approval of the purchase and installation of Meraki Mobile Device Manager and the amendment of the current contract with Impact Networking to April 2020.

7. Other Business

A. Treasurers' Report

Staff Accountant Ibrahim reviewed the Treasurer's Report for February 2020 and requested the Board's input regarding any potential modifications to the information or presentation of the monthly Treasure's Report.

A discussion was held regarding major revenue collections.

No action was taken, informational purposes only.

B. Annual Report

Finance Director Rossi presented the 2019 Finance Annual Report.

No action was taken, informational purposes only.

C. COVID-19

A discussion was held concerning preliminary workforce plans in response to the COVID-19 outbreak.

No action was taken, informational purposes only.

8. Public Participation-None

9. Executive Session – None

10. Adjournment

Trustee Davis made a motion and seconded by Trustee Stout to adjourn the meeting at 6:23 p.m. All ayes, motion carried.

Minutes approved by the Finance Committee on April 13, 2020.

- With No Corrections _____
- With Corrections _____
(See minutes of meeting for corrections)

Note made by Chairperson Trustee Cleveland that Trustee Valdez joined at 6:18 p.m.