

AISWCD Financial Management Focus Area Committee Minutes

June 11, 2012

Present:

Terry Davis, Acting Chairman

Lee Bunting

Randy Molitoris

Sherry Finn, Adm. Asst, AISWCD

Debbie Holsapple, SWCD Insurance Administrator

Van Bitner

David McCormick

Jim Todd (arrived 3:20)

Cindy Moon, District Employee

Absent:

Tom Anderson

Phil Fossler

Steve Stierwalt

Dan Duval

Darrell Roegge

Acting Chairman Terry Davis called the meeting to order at 3:09 pm.

David McCormick made a motion to approve the agenda with the following additions, Van Bitner seconded the motion. MCVV. **Additions:** Approval of budgeted money for Legislative Conference; 2013 Quarterly Board Meetings – dates and location; Executive Director travel for September 11-12; CREP 319 Grant with DNR/IEPA Administration; Re-hiring of Envirothon Coordinators for 2012-13.

Lee made a motion to approve the minutes with the following corrections, seconded by Van Bitner. MCVV.

Correction:

Van Bitner was present at the March Financial Mgmt Focus Committee and was not recorded as being present.

Financials:

Committee members reviewed Financials. Sherry Finn reported the May Profit & Loss will be sent out at a later date, after the bond issue is straightened out, due to a fee that was billed that should not have been. Lee Bunting made a motion to approve the financials, seconded by Randy Molitoris. MCVV.

Bond Update – The bond for the AISWCD building is now paid off. The van is also paid off.

SWCD Insurance – Debbie Holsapple gave an update using the May 2012 figure. A 6.1% increase for next year is projected. The allocation should be approximately \$1,376,000. At present time, there are 138 AC/RC on the health insurance. There are 169 people enrolled in the life & long term disability. The SWCD's stayed at a B+ rating this year. There are 3 participants in Cobra. Debbie reported there should be enough funding this year to run through September. She does not anticipate any problems with receiving the insurance money for the next fiscal year.

Old Business

Dues Update - Sherry Finn handed went over the dues update. Six districts have not paid any dues for 2012: Pope-Hardin, Randolph, Kankakee, Pike, Gallatin, and Scott. Two districts have paid the 1st half only: Adams and Macon. Thirteen districts owe the remainder of the 3rd quarter and all of the 4th quarter: Boone, Bureau, Grundy, Fulton, Greene, Henderson, Fayette, Piatt, Vermillion, Hamilton, Jefferson, Jersey, Saline.

FY2013 Line Item Addition – At the March Quarterly Board Meeting (See March board meeting minutes), a line item for the fiscal year 2013 budget was approved for AISWCD President's travel - \$2,500 per year, and AISWCD Vice President's travel - \$2,000 per year. In addition, it was approved to add mileage for board members to Quarterly Board meetings. A motion was made by Lee Bunting, seconded by Randy Molitoris to include room rates for board members for two day Quarterly Board meetings for Monday night, on a reimbursement basis. Included in the motion, was the stipulation if a board member had to travel over 100 miles one way that Sunday night hotel room be given also. MCVV.

New Business

Review of Audit Summary

The AISWCD & Foundation audit summary was reviewed by the committee. A motion to approve the audit summary and recommendation to the full board to use only the audit summary in the Summer Conference packet was made by David McCormick, seconded by Van Bitner. MCVV.

Legislative Conference – There is money left in this year's budget to send two people to the NACD Legislative Conference in Washington DC. Registration is \$550, with the room at \$214 per night. Lonnie Wilson and Jim Todd would like to attend and have agreed to share a room. Concurrence to approve Jim Todd and Lonnie Wilson attending Legislative Conference.

Executive Director Conference – Rich Nichols would like to attend Legislative Conference in Maine September 11 -12. Sherry reported there is no line item in the budget, but there is grant admin money available to finance the trip. Motion by Lee Bunting, second by David McCormick to recommend allowing up to \$2500.00 for the trip. MCVV

Envirothon Coordinators – Rehiring of Envirothon Coordinators from Grundy County SWCD was discussed. The Education Committee voted to rehire Grundy County SWCD employees for the period covering September 1, 2012 – August 31, 2013. Motion by Lee Bunting, second by Van Bitner to finance hiring the two employees at the current monthly rate, plus mileage for Winter Training and the State Envirothon. MCVV.

Financial Allowance for Winning State Envirothon Team – In the past, and in the budget is \$2000 for the winning Envirothon Team for airfare to attend the National Envirothon. This year's team wants to take a van and drive to the Envirothon. It was the consensus of the Finance Committee to give the team the \$2000 for gas, hotel, etc. to be voted on by the full board.

319 Grant – The committee discussed the possibility of AISWCD entering into a contract with IDNR/IEPA on a 319 contract to hire 6-7 employees to work in different LUC regions (mostly Kaskaskia River Basin). The grant would cover a two year time span, and would total \$791,000.00 with AISWCD receiving the administration funds. AISWCD would plan to hire a part-time Administrative Assistant to help Sherry Finn with other duties, since Sherry would be administering the grant. A motion was made by Van Bitner, seconded by Jim Todd to recommend to the full board that AISWCD enter into the grant agreement. MCVV.

2013 Board Meeting Dates - The board made the recommendation the 2013 Quarterly Board meetings be held on the second Monday and Tuesday of March, June, and December, and that a conference call be held on the Second Tuesday of September.

Gaming Bill – Terry Davis discussed the Gaming Bill briefly.

Adjournment – Motion by Randy Molitoris, second by Van Bitner to adjourn the meeting.

Meeting adjourned at 5:08 pm.

Minutes taken and submitted by:

Cindy Moon

Approved by:

Signature

Date