

Finance Committee Minutes

Thursday, July 28, 2016

Present: Colleen Ford, Sarah Ziegler, Emily Harvel, Wanda McMurray

Called to order at 6:35pm

Items of Discussion

❖ June Bills

- Visa: no Visa this month?
 - Aramark: when was this bill due?
 - Impact: do we need to increase the copy allotment? Would the cost of the increased package be less than paying the monthly overages?
 - Office Depot: difference of \$45.46 which appears to be ink?
 - Illinois Tax Increment Association: what is this fee? Have we paid this in the past?
 - BWCSI: why would engineering need to be done to repair controls from a lightning strike? Did we contact the insurance about this?
 - Hi-Viz: where are the signs being placed?
 - McHenry Analytical: what is a monthly management fee?
 - SES: remind us what the switchover value rebuild is for please
 - Zarnoth Brush Works: are these the materials to repair the sweeper?
 - US Cellular: no bill this month?
- ❖ Land line Phone Service – the bill is very high, last month for all the lines we paid \$765.10 for 3.5 hours of talk time, can we eliminate the phone at the water department as all of the guys have cell phones?, is there a possibility that we could bundle internet and phone to get a better rate if we had both with the same company?
- ❖ Training Approval – per the employee handbook trainings need to be approved 2 weeks prior to attending, otherwise it is the consensus of the committee that we will not approval related expenses
- ❖ Committee would like to review B&W invoices from the Bull Run Creek project from 2/2016 to present

Adjourned at 7:40 pm

Submitted by –
Colleen Ford

Finance Committee Chair