



**Roselle Park District
Finance Committee Meeting
Monday February 8th, 2010 4:15p.m.
At Clauss Recreation Center
555 W. Bryn Mawr Avenue
Roselle, IL 60172**

MINUTES

- I. **Call to Order:** President Borrino called the meeting to order at 4:16 P.M.
- II. **Roll Call**
Present were President Roberta Borrino, Commissioner Wayne Domke, Commissioner Glenn Spachman, Director Heidi Lapin, and Finance Specialist Lynn McAteer
- III. **Approval of Meeting Minutes**
Approval took place of the November 9th, 2009, December 7th, 2009, and the January 13th, 2010 Finance Committee Meeting minutes. President Borrino motioned for approval and Commissioner Domke seconded the motion.
- IV. **Finance Items**
 - a. Finance Specialist McAteer went through the Cash and Investment Report, Budget to Actual Report, Disbursement Report, Investment Summary, and Levy Analysis for period ending January 31st, 2010.
 - b. Finance Specialist McAteer reviewed the Recreation Income Analysis report as of January 31st, 2010. Director Lapin pointed out to the group that we need an additional 183k in income to hit our projected year end numbers. Director Lapin stated that we have significant income expected from the remaining three

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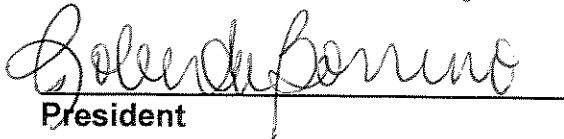


months of payment plans, softball registration, and season pool passes. She advised the group that she continues to monitor the recreation income closely as we approach the end of the fiscal year.

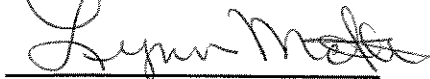
- c. Finance Specialist McAteer reviewed the newly created Cash Handling Policy with the group. She presented the policy, gave some history, and asked that the board approve the policy at the Wednesday night February 10th regular scheduled meeting. Commissioner Spachman asked if there would be any cost associated with the implementation and Director Lapin advised no cost to the RPD..... just some staff training. President Borrino inquired about possibly having a section of the procedure manual dedicated to the Garden Club and their cash transactions and their bank account. Finance Specialist McAteer and Director Lapin agreed that they would take the necessary steps to put something together that could be used for both the Garden Club and the Swim Team.

IV. Adjournment

At 4:33 Commissioner Domke moved, seconded by Commissioner Spachman to adjourn the meeting. A voice vote was taken with Commissioners present voting yes. Motion carried.


President

Attest:


Secretary

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Approved 3-8-10

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