

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF FINANCE, ADMINISTRATION & FUTURE PLANNING COMMITTEE MEETING  
JANUARY 9, 2012**

The Special Finance, Administration and Future Planning Committee Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Commissioners: Considine, Hart

Absent: None

Visitors: Ron Salski (Executive Director), Dave Peterson (Director of Facilities and Recreation Services)

**1. CALL TO ORDER:**

Chair Considine called the meeting to order at 9:10 a.m.

**2. ROLL CALL:**

The following Commissioners were present when the roll was called:

Commissioners Hart, Considine

**3. APPROVAL OF AGENDA:**

A motion was made by Commissioner Hart to remove #7 (Executive Session) which was seconded by Commissioner Considine to approve the agenda of January 9, 2012 with revisions. All in Favor.

**4. STATEMENT OF VISITORS:** None

**5. ITEMS FOR DISCUSSION/ACTION**

A. Scholarship Policy and Request

Dave Peterson presented the current policy and budget. Executive Director Salski outlined specific areas to address. Committee Members had questions about the types of programs included in the policy. Committee Members had concerns with including memberships within the policy. Committee Members requested staff to evaluate whether a track membership should be included in the policy.

B. 2011 Unaudited Year-End Cash Balance and Budget

Executive Director Salski mentioned the unaudited cash balance is \$1,072,845 and the budget is anticipated to be a net surplus of \$30,000 to \$50,000.

C. Financial Software – Update

Executive Director Salski mentioned the project is near completion; however there are outstanding issues related to refunds and the recreation registration system. Executive Director Salski requested to hold a meeting discussing what financial reports would benefit the Board.

D. PDRMA Mock Audit – Update

Executive Director Salski outlined the process for the 2013 Audit and one component is a Mock Audit will be conducted in 2012. Executive Director Salski outlined the types of weekly/monthly forms and inspections required.

E. 20 Year Capital Plan – Update

Executive Director Salski mentioned Architectural Consulting Group has started the conditions report due to the warm weather.

F. Audit – Update

Executive Director mentioned a meeting was held with Lauterbach and Amen, LLP and the meeting was very productive. The Auditor will be conducting preliminary fieldwork on January 18, 2012.

G. January 23 Regular Board Meeting – Tax Abatements

Executive Director Salski reviewed two tax abatements related to the Driving Range and Community Center Addition. Committee Members requested information on the impacts to residents if the Park Board decided not to abate the taxes.

**6. VERBAL COMMUNICATIONS**

**7. ADJOURNMENT**

There being no further business, a motion was made by Commissioner Hart and seconded by Commissioner Considine to adjourn the meeting at 10:08 a.m. The motion carried by unanimous vote.

Approved this 23rd day of January 2012  
Board of Commissioners  
Lake Bluff Park District