

**MINUTES OF THE VIRTUAL FINANCE COMMITTEE MEETING
OF THE PROSPECT HEIGHTS PARK DISTRICT
MEETING ID: 146519762 PASSWORD: 061382
APRIL 1, 2020**

Call to Order

Roll Call

Vicki Carney called the Finance Committee Meeting of the Prospect Heights Park District to order at 6:00 p.m.

Commissioners present:

Vicki Carney

Eric Kirste

Also Present:

Christina Ferraro – Executive Director

Julie Caporusso – Superintendent of Recreation

Marc Heidkamp – Director of Golf

Annette Curtis – Superintendent of Finance & Planning

Edlyn Castil – Admin Serv Mgr/Recording Secretary

Corrections/Additions/Approval of Agenda

A motion was made by Commissioner Kirste and seconded by Commissioner Carney to approve the agenda as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Approval of Minutes

Finance Committee Meeting November 19, 2019

Finance Committee Meeting December 10, 2019

A motion was made by Commissioner Kirste and seconded by Commissioner Carney to approve the November 19, 2019 and December 10, 2019 Finance Committee Meeting Minutes as submitted. The motion was approved with a voice vote. The motion carried.

New Business

2021 Budget Timeline

Superintendent of Finance & Planning Annette Curtis reviewed the proposed 2021 Budget Timeline. The timeline follows the 2020 budget with the biggest difference is that Camp, KinderStop and Preschool were aligned to be reviewed prior to the Winter/Spring Brochure distribution in November. The budget will be presented in the December board meeting and will be open to the public for 30 days and presented for approval in January 2021 board meeting.

COVID-19 Impact

Superintendent of Finance & Planning Annette Curtis reviewed the estimated lost revenue as of April 7, 2020. She also discussed the actions staff has taken to minimize the impact to the park district.

Unclaimed Property Policy

Superintendent of Finance & Planning Annette Curtis discussed the proposed Unclaimed Property Policy. The Finance Committee was in favor of presenting the policy for approval at the next regular board meeting.

2019 CAFR Rough Draft

Superintendent of Finance & Planning Annette Curtis presented and highlighted some areas of the 2019 CAFR rough draft to the Finance Committee. The final 2019 CAFR presentation is scheduled to be held on May 26, 2020 at the regular board meeting. The park district earned the 2018 GFOA Certificate of Excellence Award.

Adjournment

With no further business to discuss, a motion was made by Commissioner Kirste and seconded by Commissioner Carney to adjourn the Finance Committee Meeting at 6:53 p.m. The motion was approved by a voice vote. The motion carried.