



Executive Committee Meeting

Meeting Minutes

June 23, 2022

Region 1 Planning Council, 127 N Wyman St, Rockford, IL 61101

1) Call to Order

With a quorum present, the meeting was called to order by Mayor Jury at 7:35 am.

2) Roll Call

Members Present: Boone County, City of Belvidere, City of Loves Park, City of Rockford, Four Rivers Sanitation Authority, Village of Machesney Park, Winnebago County.

Members Absent: None.

Others Present: Michael Dunn, Julia Halsted.

3) Public Comment

There were none present who wished to address the Committee.

4) Consent Agenda

a) Approval of April 29, 2022, Meeting Minutes

Motion by City of Rockford, **seconded** by Winnebago County, to approve the Consent Agenda. Motion unanimously **approved** by voice vote.

5) Action: Approval of RFQ: Payroll & Accounting Services Award

Mr. Dunn and Ms. Halsted presented a recommendation to contract with Lauterbach & Amen for payroll and accounting services beginning FY2023.

Motion by Boone County, **seconded** by City of Belvidere, to approve the award of RFQ: Payroll & Accounting Services. Motion unanimously **approved** by voice vote.

6) Discussion

a) Ms. Halsted presented the results of the IDHS audit. Recommended policy updates will be presented for board approval at their next meeting.

b) The Committee discussed the election of board officers. Elections will be held at the next board meeting, retroactive to July 1, 2022.

7) Executive Director's Report

a) *Project, Program, and Partnership Updates*

Mr. Dunn provided an update on operations, funding, and partnership opportunities relative to the land bank and transportation infrastructure.

Motion by City of Rockford, **seconded** by Boone County, to provide a board seat for trades representation by Northwestern Illinois Building Trades Unions. Motion unanimously **approved** by voice vote. An amendment to the bylaws will be presented for board approval at their next meeting.

8) Closed Session

It was not necessary to convene in closed session, as there were no guests present.

9) Action: Executive Director Compensation Authorization

Mr. Dunn provided a verbal summary of accomplishments and proposed goals. The Committee requested a written plan of recommended priorities and tactics. After Mr. Dunn left the room, they discussed compensation and performance.

Motion by City of Rockford, **seconded** by Winnebago County, to obtain a compensation study before taking further action on executive director compensation. Motion unanimously **approved** by voice vote.

10) Other Business

The Committee requested an analysis of proportionate infrastructure underfunding, both federal and state.

11) Adjournment

The meeting was **adjourned** at 8:57 am.

Meeting minutes prepared by: Julia Halsted
Minutes approved by action of the Committee: 8/26/2022