

**Village of Hoffman Estates**

**FINANCE COMMITTEE MEETING MINUTES**

**May 31, 2016**

**I. Roll call**

**Members in Attendance:**

**Trustee Gary Pilafas, Chairperson  
Trustee Anna Newell, Vice Chairperson  
Trustee Michael Gaeta  
Trustee Karen Mills  
Trustee Gary Stanton  
Trustee Gayle Vandenberg  
Mayor William McLeod**

**Management Team Members  
in Attendance:**

**Art Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Art Janura, Corp Counsel  
Patti Cross, Asst. Corp Counsel  
Bruce Anderson, CATV Coordinator  
Joe Nebel, Director of Public Works  
Fred Besenoffer, Director of IS  
Rachel Musiala, Director of Finance  
Mark Koplun, Asst. Vlg. Mgr.-Dev. Services  
Kevin Kramer, Dir. Of Economic Dev.  
Monica Saavedra, Dir. HHS  
Ashley Monroe, Asst. to Village Manager  
Alan Wenderski, Dir. Of Engineering**

The Finance Committee meeting was called to order at 7:00 p.m.

**II. Approval of Minutes – April 25, 2016  
May 2, 2016 (Special Meeting)**

Motion by Trustee Gaeta, seconded by Trustee Vandenberg to approve the minutes of the Finance Committee meeting of April 25, 2016. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg to approve the minutes of the Special Finance Committee meeting of May 2, 2016. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

**1. Request authorization to award beverage contract for 2016 Northwest Fourth-Fest to Lakeshore Beverage, Arlington Heights, IL**

An item summary sheet from Jackie Green and Steve Hehn was presented to Committee.

Mr. Hehn provided comments on the beverage contract and beer selection.

Motion by Trustee Gaeta, seconded by Mayor McLeod to award beverage contract for 2016 Northwest Fourth-Fest to Lakeshore Beverage, Arlington Heights, IL. Voice vote taken. All ayes. Motion carried.

**2. Request approval of an ordinance to amend the 2015 Budget as a result of the completed financial audit and to close out the fiscal year.**

An item summary sheet from Rachel Musiala was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Mills to approve an ordinance to amend the 2015 Budget as a result of the completed financial audit and to close out the fiscal year. Voice vote taken. All ayes. Motion carried.

**3. Request authorization to continue into year two of a three year Microsoft Enterprise Licensing Agreement negotiated through CDW Government Inc. in an amount not to exceed \$80,099.97.**

An item summary sheet from Fred Besenhoffer was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton to continue into year two of a three year Microsoft Enterprise Licensing Agreement negotiated through CDW Government Inc. in an amount not to exceed \$80,099.97. Voice vote taken. All ayes. Motion carried.

**4. Request authorization to purchase and install audio and video equipment for the Sears Centre Arena (SCA) from TSE of La Crosse, Wisconsin in an amount not to exceed \$219,012.30.**

An item summary sheet from Ben Gibbs and Mark Koplín was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod to purchase and install audio and video equipment for the Sears Centre Arena (SCA) from TSE of La Crosse, Wisconsin in an amount not to exceed \$219,012.30. Voice vote taken. All ayes. Motion carried.

**5. Request acceptance of the Finance Department Monthly Report.**

The Finance Department Monthly Report was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton to accept the Finance Department Monthly Report. Voice vote taken. All ayes. Motion carried.

**6. Request acceptance of the Information System Department Monthly Report.**

The Information System Department Monthly Report was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton to accept the Information System Department Monthly Report. Voice vote taken. All ayes. Motion carried.

**7. Request acceptance of the Sears Centre Monthly Report.**

The Sears Centre Monthly Report was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton to accept the Sears Centre Monthly Report. Voice vote taken. All ayes. Motion carried.

**III. President's Report**

Mayor McLeod stated the Village staff and board generated solid leads at the ICSC in May. He attended the Memorial Day Wreath Laying ceremony at Sears along with other board members and the Village Clerk. Wine Wednesday at Das Bier Garden was a success on May 25. The Mayor and several board members attended the Edward Hines VA Clinic grand opening and ribbon cutting on May 27. The Mayor and others attended Memorial Day ceremonies at Hoffman Estates and Schaumburg on May 30. The Mayor noted a WWII Vet in attendance recently celebrated his 104<sup>th</sup> birthday. The first block party of the season was on May 29.

**IV. Other****V. Items in Review****VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Mills, to adjourn the meeting at 7:07 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Jennifer Djordjevic, Director of Operations  
& Outreach / Office of the Mayor and Board

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Date