# Village of Hoffman Estates DRAFT

**FINANCE COMMITTEE MEETING MINUTES November 27, 2023**

1. **Roll call**

**Members in Attendance: Gary Pilafas, Chair**

**Anna Newell, Vice Chairperson**

**Gary Stanton, Trustee**

 **Karen Arnet, Trustee
 Pat Kinnane, Trustee**

**William McLeod, Mayor**

**Members Absent: Karen Mills, Trustee**

**Management Team Members**

**in Attendance: Eric Palm, Village Manager
Dan O’Malley, Deputy Village Manager**

**Art Janura, Corporation Counsel**

**Kasia Cawley, Police Chief**

**Alan Wax, Fire Chief**

**Monica Saavedra, Director of HHS**

**Darek Raszka, IT Director**

**Alan Wenderski, Dir. Engineering**

**Bev Romanoff, Village Clerk**

**Ric Signorella, Multimedia Manager**

The Finance Committee meeting was called to order at 6:30 p.m.

1. **Approval of Minutes – October 2, 2023 and October 23, 2023**

Motion by Trustee Kinnane, seconded by Trustee Stanton, to approve the Finance Committee meeting minutes of October 2, 2023. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Arnet, seconded by Mayor McLeod, to approve the Finance Committee meeting minutes of October 23, 2023. Voice vote taken. All ayes. Motion carried.

1. **Public Comment**

None

**NEW BUSINESS**

1. **Request authorization to waive formal bidding (Due to a Competitive RFP Process) for purchase of Zoom Telephone System hardware from Carahsoft, Inc. in the amount of $110,793.31; and**

**Request authorization to waive formal bidding (Due to a Competitive RFP Process) and award a contract for professional services for phone installation to Zoom, Inc. in the amount of $27,630; and

Request authorization to waive formal bidding (Due to a Competitive RFP Process) and award a contract for annual maintenance for the Village’s telephone system to Zoom, Inc. in the amount of $37, 638.66.**

An item summary sheet was presented by Eric Palm and Darek Raszka to Committee.

Motion by Trustee Arnet, seconded by Mayor McLeod, to purchase of Zoom Telephone System hardware from Carahsoft, Inc. in the amount of $110,793.31; and award a contract for professional services for phone installation to Zoom, Inc. in the amount of $27,630; and award a contract for annual maintenance for the Village’s telephone system to Zoom, Inc. in the amount of $37, 638.66.to Voice vote taken. All ayes. Motion carried.

1. **Request authorization to waive formal bidding and award a contract to CDW-G for purchase of Fortinet Switches in the amount of $203,061 (Sourcewell cooperative pricing).**

An item summary sheet was presented by Eric Palm and Darek Raszka to Committee.

Motion by Trustee Arnet, seconded by Trustee Stanton, to award a contract to CDW-G for purchase of Fortinet Switches in the amount of $203,061 (Sourcewell cooperative pricing). Voice vote taken. All ayes. Motion carried.

**REPORTS ONLY**

1. **Finance Department Monthly Report.**

The Finance Department Monthly Report was received and filed.

1. **Information System Department Monthly Report.**

The Information System Department Monthly Report was deferred.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to defer the Information System Department Monthly Report. Voice vote taken. All ayes. Motion carried.

1. **NOW Arena Monthly Report.**

The NOW Arena Monthly Report was received and filed.

1. **President’s Report –** Mayor provided an update on his activities between November 20th and November 27th.
2. **Other –** Trustees wished Mayor McLeod a Happy Birthday (November 28th)
3. **Items in Review**
4. **Adjournment**

Motion by Trustee Kinnane, seconded by Mayor McLeod, to adjourn the meeting at 6:34 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations / Date

Outreach, Office of the Mayor & Board