

**Regular Meeting Minutes**  
**Monday, October 21st, 2024**

**1. Opening of the Meeting**

**1.01 - Call to order and roll call** - *The meeting was called to order at 7:00 pm by Mrs. Carson*

Present: Lisa Carson, Jessica Mills, Sharon Wells, Samantha Johnson, Joe Young, Rodney Cummings (7:02 pm)

Also Present: Director Tim Prendergast, Elizabeth Blood, Louis F. Cainkar Ltd., Anna Wiszowaty, Baker Tilly, Dan Eallonardo ICS, Craig Meadows

**1.02 - Public Comment** - None

**1.03 - Approval of the Minutes of the Regular Meeting September 16th, 2024**

Motion to approve the September 16th, 2024 regular meeting minutes. Motioned by: Mrs. Carson, Seconded by: Ms. Mills, Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young

**1.04 - Approval of the Minutes of the Finance Committee Meeting October 14th, 2024**

Motion to approve the Finance Committee regular meeting minutes. Motioned by: Mrs. Carson, Seconded by: Mrs. Johnson. Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young

**2. Monthly Report**

**2.01 - Financial Report** - Motion to approve the financial report as presented. Motioned by: Mrs. Carson, Seconded by: Mrs. Wells. Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young, Mr. Cummings

**2.02 - Attorney's Report** - No report

**2.03 - President's Report** - No report

**2.04 - Director's Report**

- Site updates - storage for temporary location to be at the village hall with operations held on Kimball Ave. park district property with site analysis pending.
- Grants update
- Building closure requests

**3. Discussion**

**3.01 - Building Update Discussion**

- Expect to have bids back by 11/24/24
- Waiting for confirmation from Studio GC on details and progress related to utility hook ups for the temporary site. Plan is to have this be part of the bid documents or addendum to those documents so this site prep for temporary location can be part of the general contractor's scope.

**3.02 - Elections Update**

- Spring 2025 election application packets are due Tues. 11/12 (10 am) through 11/18 (9pm)

**3.03 - Finance Committee Update**

- Finance committee discussed designating \$100,000-\$150,000 towards the new building project beyond the \$200,000 already committed. These funds would fund a reserve fund that could be used for future building improvements,

**4. New Business**

**4.01 - Approve/Deny StudioGC Invoices**

Motion to approve/deny StudioGC Invoices for a total of \$14,685.19. Motioned by: Mrs. Carson. Seconded by: Mrs. Johnson. Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young, Mr. Cummings

**4.02 - Approve/Deny Staff Day Closure Fri. 12/6/2024**

Motion to approve/deny building closure on 12/5/24 for staff development/training. Motioned by: Mrs. Carson. Seconded by: Mr. Cummings. Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young, Mr. Cummings

**4.03 - Approve/Deny Staff Day Closure Sat. 11/30/24**

Motion to approve/deny building closure on 11/30/24. Motioned by: Mrs. Carson. Seconded by: Mr. Young. Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young, Mr. Cummings

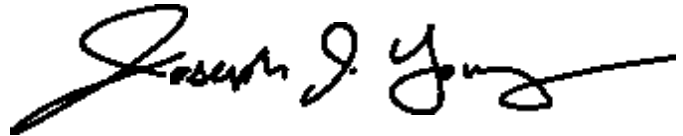
**5. Adjournment**

**5.01 - Next meeting Date November 18th, 2024 at 7:00 pm**

**5.02 - Adjournment of the Meeting**

- Motion to adjourn meeting by: Mrs. Carson, Seconded by: Mr. Cummings. Ayes: Ms. Mills, Mrs. Carson, Mrs. Wells, Mrs. Johnson, Mr. Young, Mr. Cummings

*Meeting Adjourned 7:42 pm. Minutes prepared by: Joseph Young*

A handwritten signature in black ink, reading "Joseph J. Young". The signature is fluid and cursive, with a long horizontal stroke extending to the right.