

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF SPECIAL ADMINISTRATION AND FINANCE COMMITTEE MEETING  
APRIL 13, 2011**

The Special Administration and Finance Committee Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Visitors: Ron Salski (Executive Director), Kurt Gronau, Chuck Trongnetpanya (telephone)

**1. CALL TO ORDER:**

Chair Nickels called the meeting to order at 1:30 p.m.

**2. ROLL CALL:**

The following Commissioners were present when the roll was called:  
Commissioners Considine and Nickels

**3. APPROVAL OF AGENDA:**

A motion was made by Commissioner Considine and seconded by Commissioner Nickels to approve the agenda of April 13, 2011 with the following change: add Item E. Community Group – Payroll

**On the roll call:**

**Ayes:** Considine, Nickels

**Nays:** None

**Abstain:** None

**Absent:** None

**4. STATEMENT OF VISITORS:** None

**5. ITEMS FOR DISCUSSION**

**A. Accounting/Financial Software – Proposals**

The revised proposals were presented from Tyler Technologies and Harris Computer/MSI

Doug Nickels made a motion to recommend to the full board the authorization of the Executive Director and Attorney entering into an agreement with Tyler Technologies purchasing the Incode Financial Applications Software detailed in the proposal and additional detailed costs in the proposal not to exceed \$40,000. Commissioner Considine seconded. Roll Call:

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Nickels

**Nays:** None

**Abstain:** None

**Absent:** None

B. Health Insurance – Update

Staff provided a timeline of determining the future direction and/or plan with health insurance by June or July. Staff has been very appreciative of the Village of Lake Bluff's administration of the plan and been inclusive in discussions with potential options for the Village, Library and Park District.

C. Audit – Update

The Auditor will arrive Monday, April 18.

D. Credit Card Services

Staff is researching the possibility consolidating credit card services.

E. March Financials

Staff reviewed the March Treasurer's report and commissioners asked questions about the salaries, benefits and recreation accounts. Executive Director Salski stated salaries were higher than 2010 due to the Paddle Tennis. Commissioner Nickels recommended presenting the participation numbers as well since the budget does not provide a monthly budget.

**6. VERBAL COMMUNICATIONS**

A: Staff: None

B. Chairperson: None

**7. WRITTEN COMMUNICATIONS: None**

**8. ADJOURNMENT**

There being no further business, a motion was made by Commissioner Considine and seconded by Commissioner Nickels to adjourn the meeting at 2:45 p.m. The motion carried by unanimous vote.

Approved this 18<sup>th</sup> day of April 2011

Board of Commissioners

Lake Bluff Park District