

**ILLINOIS INTERNATIONAL PORT DISTRICT**  
**Finance and Personnel Committee Meeting**

November 20, 2020

**SUMMARY OF MINUTES**

**Members Present:**

Ivan Solis, Committee Chairman  
Chuck Bowen  
William Habel  
Henry Wisniewski  
Danielle Cassel  
P.S. Sriraj

**Others Present:**

Terry Sullivan  
Terry Fitzmaurice  
Averil Edwards  
Erica Lindsay, IIPD  
Brad Smith, Neal & Leroy  
Amber McConnachie, Neal & Leroy  
Kurt Oelerich, Treasurer  
Kathy Dart, Secretary

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Committee Chairman Solis opened the meeting of the Finance and Personnel Committee at approximately 8:30 am. Roll was taken. Mr. Bowen, Mr. Habel, Mr. Wisniewski, Ms. Cassel, Dr. Sriraj, and Mr. Solis were present. A quorum was present.

Committee Chairman Solis recognized **Emergency Resolution 20-02** adopted by the Leases and Agreements Committee, amending the Open Meetings Act and indicated the Resolution remains in place.

Committee Chairman Solis made a Motion to adopt **Emergency Resolution 20-02**. The Motion was seconded by Mr. Wisniewski. Roll was called:

Mr. Habel	Aye	Mr. Bowen	Aye	Ms. Cassel	Aye
Mr. Wisniewski	Aye	Mr. Solis	Aye	Dr. Sriraj	Aye

The Motion passed unanimously.

**General public present:** Alderman Susan Sadowski Garza, Emily Rhodes, Megan Conway, Delta Institute; Jesse McGee of International Warehouse; Reverend Robert Moore, Reverend James Sims, Steve Wilson, Tyler Hirsh, and, David Doig, President, Chicago Neighborhood Initiatives.

**PUBLIC COMMENT**

There was none.

**APPROVAL OF MINUTES**

Committee Chairman Solis made a Motion recommending the Board of Director's approve the Finance and Personnel Committee Special Meeting minutes from October 8, 2020. The Motion was seconded by Ms. Cassel. Roll call was taken:

Mr. Habel	Aye	Mr. Bowen	Aye	Ms. Cassel	Aye
Mr. Wisniewski	Aye	Mr. Solis	Aye	Dr. Sriraj	Aye

The Motion passed.

**APPROVAL OF MINUTES (CONTINUED)**

Committee Chairman Solis made a Motion recommending the Board of Director's approve the Finance and Personnel Committee minutes from October 16, 2020. The Motion was seconded by Mr. Wisniewski. Roll call was taken:

Mr. Habel	Aye	Mr. Bowen	Aye	Ms. Cassel	Abstain
Mr. Wisniewski	Aye	Mr. Solis	Aye	Dr. Sriraj	Abstain

The Motion passed

**FINANCIAL REPORT**

**Monthly Financial Reports** - Treasurer Oelerich presented the financial reports for the month of October 2020.

A number of points were noted and discussed, including:

- The October 2020 Revenue fell below the budgeted projections; however, the YTD Revenue remains above the budgeted projection.
- The October 2020 total Expense was below the budgeted projection and the YTD total Expense is below the budgeted projection. Repair and Maintenance Expenses and Legal Expenses continue to fall below budgeted projections.
- The October 2020 Net Income (revenues net of expenses and prior to interest), was above the budgeted projection. YTD Net Income is well above the budgeted projection.

Treasurer Oelerich reported KemperSports has indicated the payment due to the IIPD for 2020 operations will exceed expectations. KemperSports will be providing initial payment in December.

Following discussion, Committee Chairman Solis requested a Motion recommending the Board of Directors approve the October 2020 Financial Report. The Motion was made by Mr. Habel and the Motion was seconded by Mr. Wisniewski. Roll was called:

Mr. Habel	Aye	Mr. Bowen	Aye	Ms. Cassel	Aye
Mr. Wisniewski	Aye	Mr. Solis	Aye	Dr. Sriraj	Aye

The Motion passed.

Chairman Solis reported the final steps on the accounting system conversion have been temporarily paused, awaiting the hiring of an Exertive Director.

Chairman Solis reported the IIPD Pension review continues.

Chairman Solis asked the Committee to consider the RFP for Audit Services that was discussed earlier in the year. After a brief discussion, Chairman Solis made a Motion to draft and issue an RFP for Audit Services. The Motion was seconded by Mr. Wisniewski. Roll was called:

Mr. Habel	Aye	Mr. Bowen	Aye	Ms. Cassel	Aye
Mr. Wisniewski	Aye	Mr. Solis	Aye	Dr. Sriraj	Aye

The Motion passed.

**EXECUTIVE SESSION**

Committee Chairman Solis reported no Agenda discussion was needed to be held in Executive Session.

**NEW BUSINESS**

Committee Chairman Solis reported the drafting of the 2021 Budget is being completed. The draft will be submitted to the Committee in the next week and a Special Meeting will be called in early December to discuss.

**ADJOURNMENT**

There being no further business to come before the Committee, Committee Chairman Solis made a Motion to adjourn. The Motion was seconded by Mr. Bowen. Roll was called:

Mr. Habel	Aye	Mr. Bowen	Aye	Ms. Cassel	Aye
Mr. Wisniewski	Aye	Mr. Solis	Aye	Dr. Sriraj	Aye

The Motion passed unanimously.

**APPROVED:**



Ivan Solis  
Committee Chairman

**ATTESTED:**



Kathleen Dart  
Secretary