

Minutes of the

**BI-STATE REGIONAL COMMISSION
FINANCE & PERSONNEL COMMITTEE**

Wednesday, November 8, 2006 – 2:00 p.m.
Bi-State Regional Commission
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Malvik – Chair, Adams, Frink, Gallin, Sherwin, Spring, Wilson

MEMBERS ABSENT: Burns, Hillman

OTHERS PRESENT: Dick O’Brien, Commission Chair; Michelle Horaney, McGladrey & Pullen

STAFF PRESENT: Bulat, Connors, Moritz

1. Consideration of Approval of the Minutes of the May 10, 2006 Meeting. Ms. Sherwin moved approval of the minutes of the May 10, 2006 Finance and Personnel Committee Meeting as written and mailed. Mr. Adams seconded the motion, and the motion passed unanimously.

2. Review and Consideration of Recommendation to Full Commission Regarding the Financial and Compliance Report for the Year Ending 6/30/06 for the Bi-State Regional Commission. Ms. Moritz introduced Michelle Horaney of McGladrey & Pullen, Director in Charge of the Commission's audit. Ms. Horaney reviewed the Financial and Compliance Report noting Bi-State complied with all laws, regulations, contracts and grants and once again received the highest audit opinion, a “Clean Audit” with no findings or questioned costs.

Mayor Spring moved to recommend to the full Commission acceptance of the Financial and Compliance Report as presented. The motion was seconded by Mr. Wilson, and the motion carried.

3. Discussion and Consideration of a Recommendation to the Full Commission Regarding Adding a Hardship Withdrawal Provision to the Commission’s Pension Plan. Ms. Bulat distributed and reviewed a memorandum recommending adding a hardship withdrawal provision to the Commission’s pension plan in the event of an unforeseeable emergency. After considerable discussion, Mr Adams moved to leave the Pension Plan as is without a hardship withdrawal provision. Ms. Gallin seconded the motion, and the motion passed unanimously.

4. Discussion of Executive Director Evaluation and Consideration of a Recommendation to the Full Commission Regarding Renewal of the Directors's Annual Employment Agreement. Chair Malvik informed the committee Mayor O'Brien, the Commission's Chair, will be presenting the Executive Director's evaluation results. Ms. Bulat reviewed accomplishments over the past year with the committee. Ms. Bulat reviewed items as follows: continued services to members through the provision of consultant study contract management with projects such as the Scott County Radio Study, Interoperability Study, Iowa Transit Alternative Study, Quad City Telecommunications Study; addressed at 40th anniversary breakfast regional economic development structure and Bi-State Regional Commission's role as a regional planning coordinator and provider of data analysis. Ms. Gallin moved the Finance and Personnel Committee go into closed session to discuss a personnel matter, the annual evaluation of Executive Director, Denise Bulat. Ms. Sherwin seconded the motion, and the motion passed unanimously. Chair Malvik excused Ms. Bulat. After discussion by Finance and Personnel Committee members, Chair Malvik summoned Ms. Bulat back into the meeting. Ms. Gallin moved the Finance and Personnel Committee open the meeting. Mayor Spring seconded the motion, and the motion passed unanimously.

Mr. Adams moved the Finance and Personnel Committee recommend to the full Commission renewal of the annual employment contract with Executive Director Bulat for another year with a 3% merit increase effective November 1, 2006 (based on the evaluation) and continued cost of living increases as budgeted. Ms. Sherwin seconded the motion and the motion passed unanimously.

5. Other Business. There was no other business.
6. Adjournment. The meeting adjourned at 3:20 p.m.