

**Minutes of the**

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

Monday, November 19, 2007 – 1:00 p.m.  
Bi-State Regional Commission  
Third Floor Conference Room  
1504 Third Avenue  
Rock Island, Illinois

MEMBERS PRESENT: Hillman – Vice Chair, Austin, Gallin, McDaniel, Sherwin, Wilson

MEMBERS ABSENT: Dean, Malvik, Spring

OTHERS PRESENT: Angela Burch, McGladrey & Pullen; Dick O'Brien, Commission Chair

STAFF PRESENT: Bulat, Connors, Moritz

1. Consideration of Approval of the Minutes of the May 23, 2007 Meeting. Mr. Wilson moved approval of the minutes of the May 23, 2007 Finance and Personnel Committee Meeting as written and mailed. Ms. Sherwin seconded the motion, and the motion passed unanimously.
2. Review and Consideration of Recommendation to the Full Commission Regarding Financial and Compliance Report for the Year Ending 6/30/07 for the Bi-State Regional Commission. Ms. Moritz introduced Angela Burch of McGladrey & Pullen, Director in Charge of the Commission's audit. Ms. Burch reviewed the Financial and Compliance Report noting Bi-State complied with all laws, regulations, contracts and grants with no questioned costs and one reportable condition in administering federal awards. Ms. Burch stated no audit adjustments were made to the trial balance. Ms. Hillman commended Ms. Moritz and Ms. Connors for their audit work.

Mr. Austin moved to recommend to the full Commission acceptance of the Financial and Compliance Report as presented. The motion was seconded by Ms. Sherwin, and the motion carried.

3. Discussion of Executive Director Evaluation and Consideration of a Recommendation to the Full Commission Regarding Renewal of the Director's Annual Employment Agreement. Vice Chair Hillman 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. Mr. Wilson moved the Finance and Personnel Committee go into closed session to discuss a personnel matter, the annual evaluation of Executive Director, Denise Bulat. Ms. Gallin seconded the motion, and the motion passed unanimously. Vice Chair Hillman excused Ms. Bulat. After discussion by Finance and Personnel Committee members, Vice Chair Hillman summoned Ms. Bulat back into the meeting. Ms. Sherwin moved the Finance and Personnel Committee open the meeting.

Ms. Gallin seconded the motion, and the motion passed unanimously.

Mr. Austin 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, 2007 (based on the evaluation) with continued cost of living increases as budgeted and a \$20 a month increase in auto allowance. Ms. Sherwin seconded the motion and the motion passed unanimously.

4. Other Business. There was no other business.
5. Adjournment. The meeting adjourned at 2:13 p.m.