

Minutes of the
BI-STATE REGIONAL COMMISSION
FINANCE & PERSONNEL COMMITTEE

Monday, December 14, 2015 – 7:45 a.m.
Bi-State Regional Commission
Third Floor Conference Room 320
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Chair – Austin, Earnhardt, Gordon, Maranda, Sherwin, Thodos

MEMBERS ABSENT: Hillman, Howard, Raes, Stoermer

STAFF PRESENT: Bulat, Connors, Moritz

OTHERS PRESENT: Sarah Bohnsack & Mia Frommelt, Bohnsack & Frommelt, LLP

1. Approval of the Minutes of the October 28, 2015 Meeting. Mr. Maranda moved approval of the minutes of the October 28, 2015 Finance and Personnel Committee meeting as written and mailed. Ms. Earnhardt seconded the motion, and it passed unanimously.
2. Review and Consideration of a Recommendation to the Full Commission Regarding the Financial and Compliance Report for the Year Ending 6/30/15 for the Bi-State Regional Commission. Ms. Moritz introduced Sarah Bohnsack & Mia Frommelt of Bohnsack & Frommelt, LLP. Ms. Frommelt stated three audits were performed. A financial statement audit, Government Auditing Standards for internal controls audit, and a Federal Single Audit A-133. All audits were unmodified opinions with Bi-State complying with all laws, regulations, contracts, and grants with no questioned costs or reportable conditions. Ms. Frommelt reviewed the Financial and Compliance Report and stated there was no management advice letter as there were no control deficiencies to report.

Ms. Earnhardt moved recommendation to the full Commission acceptance of the Financial and Compliance Report as presented. Mr. Maranda seconded the motion, and it passed unanimously.

3. Discussion of Executive Director Evaluation and Consideration of Recommendation to Full Commission Regarding Renewal of the Director's Annual Employment Agreement. Chair Austin informed the committee that Mayor Thodos, the Commission's Chair, will be presenting the Executive Director's evaluation results. Ms. Bulat updated the committee on the past year accomplishments and challenges. She updated the committee on the staff retreat outcomes and trainings she attended this year.

Chair Austin excused Ms. Bulat. Ms. Sherwin moved the Finance and Personnel Committee go into closed session to discuss a personnel matter, the annual evaluation of Executive Director, Denise Bulat. Mr. Gordon seconded the motion, and the motion passed

unanimously. After discussion by Finance and Personnel Committee members, Chair Austin summoned Ms. Bulat back into the meeting. Mr. Gordon moved the Finance and Personnel Committee open the meeting. Ms. Earnhardt seconded the motion, and it passed unanimously.

Mr. Maranda 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 1% merit increase effective November 1, 2015 with continued wage adjustment increases as budgeted and to continue personal development and to attend trainings to benefit the organization and the region. Ms. Earnhardt seconded the motion, and it passed unanimously.

4. Other Business. Ms. Bulat updated the Committee on the Commission's 50th Anniversary Celebration planned for October 26, 2016 at Noon. She is requesting both Iowa & Illinois Department of Transportation Directors to be keynote speakers.
5. Adjournment. The meeting adjourned at 8:32 a.m.