



Executive Committee Meeting Minutes

March 12, 2008

Lake County Conference Room
Suite 800, 233 S. Wacker Drive, Sears Tower, Chicago, Illinois

Committee Members Present: Rita Athas (Executive Director-World Business Chicago), Elliott Hartstein (Mayor, Village of Buffalo Grove) and Rae Rupp Srch (Representative of DuPage County)

Others Present: Executive Director Randy Blankenhorn, Jill Leary, Dolores Dowdle, Tom Garritano and Sherry Kane

1.0 Call to Order

In the absence of Mayor Bennett, CMAP Board Chair, Rita Athas called the meeting to order at approximately 10:45 a.m.

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes

A motion to approve the minutes of the February 13, 2008 Executive Committee Meeting was made by Mayor Elliott Hartstein, seconded by Rae Rupp Srch and passed unanimously.

4.0 Travel Requests

Briefly Executive Director Randy Blankenhorn summarized the out of region travel requests that had been approved for various CMAP staff. A copy of the Director's January expense report was also provided for informational purposes.

5.0 Financial Statements for January 2008

Deputy Executive Director of Finance & Administration Dolores Dowdle gave a cursory review of the various reports including the Monthly Cash Reports for both CMAP and the Peters Fellowship, the Monthly Summary Report for the period July 2007 through January 2008, the Monthly Revenue Report for the same period, the comparison of FY08 Expenditures to Date to Budget, the FY 2008 Core Project Summary and finally the Check

Register for the month of January 2008. A discussion ensued regarding the timing of the monthly financial statements. With the Board meeting scheduled on the second Wednesday and the packets being distributed the week before, the prior month report is not available for distribution during the first week of the month. Staff suggested that the prior month's financial statements could be emailed to the committee members the week of the meeting so that the information is up-to-date. The Executive Committee directed staff to forward the previous month's reports on the Monday prior to the meeting so that current information can be considered.

A motion to approve the January reports as presented was made by Mayor Hartstein, seconded by Rae Rupp Srch and passed unanimously. The Executive Committee also voiced appreciation of the various reports.

6.0 Grants, Subcontracts and Procurements

A monthly update of activities related to grants, subcontracts and procurements was presented for informational purposes. Deputy Executive Director Dolores Dowdle commented briefly on the amendment of contract for land use inventory with Martin Pinneau and the five (5) pending procurements. A motion to approve the activity report as presented made by Rae Rupp Srch, seconded by Mayor Hartstein passed unanimously.

7.0 Other Business

There was no other business presented.

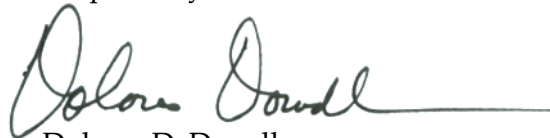
8.0 Public Comment

There were no comments from the public.

9.0 Adjournment

At approximately 11:00 a.m., a motion to adjourn was made by Rae Rupp Srch, seconded by Mayor Hartstein and passed unanimously.

Respectfully submitted,



Dolores D. Dowdle

Deputy Executive Director for Finance and
Administration

04-09-08

Approved as presented by unanimous vote, May 14, 2008.