



Executive Committee Meeting Minutes

September 10, 2008

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

Committee Members Present: Rita Athas-representing the City of Chicago, Gerald R. Bennett, Chair-representing southwest Cook County, Elliott Hartstein-representing Lake County and Rae Rupp Srch-representing DuPage County.

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

1.0 Call to Order

Gerald Bennett, CMAP Board Chair called the meeting to order at approximately 11:10 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 July 9, 2008 Executive Committee Meeting, as presented, was made by Rae Rupp Srch, seconded by Elliott Hartstein and passed unanimously.

4.0 Travel Requests

Travel expense claims for the Executive Director and travel requests from staff for out-of-region travel were presented for informational purposes.

5.0 Financial Statements for FY 2008 and July and August 2008

Deputy Director of Finance & Administration Dolores Dowdle reported that the final fiscal year report for 2008 had been included in the packet along with the monthly financial reports of revenues and expenditures for months ending July 31, and August 30, 2008. July and August expenses, Dowdle continued, are consistent with the budget. However, changes will likely occur in the budget to reflect the reductions in funding.

The various reports, including the Monthly Cash Reports for CMAP and the Peters Fellowship, the Monthly Summary Report, the Monthly Revenue Report, the Monthly Expenditures report, the FY 2008 Core Project Summary and the Check Register for FY 2008 and the months of July and August 2008 were submitted for approval.

A motion to approve the reports as presented was made by Rae Rupp Srch, seconded by Mayor Elliott Hartstein and passed unanimously.

6.0 Grants, Subcontracts and Procurements

A monthly update of activities related to grants, subcontracts and procurements was presented, with Executive Director Randy Blankenhorn reporting that the Grants Received were anticipated in the approved budget for FY 2009. Part two of the Chicago Community Trust grant is anticipated to be awarded in the first part of 2009. The subcontracts and procurements section itemized those contracts that had been approved by the Board and then those under \$25,000 which were approved by the Executive Director. Finally, Blankenhorn reported that the pending procurements include Illinois Rail Road Assoc., for its funding of the CREATE research and additional contracts that will be awarded for the *GO TO 2040* campaign.

A motion to approve the report as presented was made by Mayor Hartstein and seconded by Rae Rupp Srch and with all in favor, the motion carried.

7.0 Other Business

Deputy Director of Finance & Administration Dolores Dowdle reported that the FY 2008 audit was in progress and, as required by auditing standards, the auditors needed to speak to a board member at the conclusion of the meeting. Rae Rupp Srch volunteered.

8.0 Public Comment

There were no comments from the public.

9.0 Adjournment

At 11:25 a.m., a motion to adjourn was made by Rae Rupp Srch, seconded by Rita Athas and passed unanimously.

Respectfully submitted,



Dolores D. Dowdle Deputy Executive Director for
Finance and Administration

09-11-08

Approved as presented by unanimous vote, October 8, 2008.