



Chicago Metropolitan Agency for Planning

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Executive Committee Meeting Minutes

October 10, 2007

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

Board Members Present: Rita Athas (Deputy Chief of Staff, City of Chicago), Elliott Hartstein (Mayor, Village of Buffalo Grove), Al Larson (Mayor, Village of Schaumburg) and Rae Rupp Srch (Representative of DuPage County).

Others Present: CMAP Executive Director Randy Blankenhorn, Jill Leary and Dolores Dowdle

1.0 Call to Order

Vice Chair Rita Athas called the meeting to order at 11:00 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 August 28, 2007 Executive Committee Meeting was made by Mayor Al Larson, seconded by Mayor Elliott Hartstein and passed unanimously.

4.0 Financial Statements

The August 2007 financial statements were reviewed with the Executive Committee. Dolores Dowdle, Deputy Executive Director for Finance and Administration, described the first part of the report describing the CMAP cash accounts and the Phillip D. Peters Fellowship accounts. Randy Blankenhorn, Executive Director, stated that negotiations are ongoing to move the financial portion of the Phillip D. Peters Fellowship to the Community Foundation. The next section is the monthly report of revenues and expenditures. The first page is a summary of the activities and the next three pages provide the detail of the activities. Vice Chair Athas requested that a notation be provided

on future reports of what percentage of the fiscal year the report represents. The next section of the report is a summary of the expenditures by the core projects. The last section is a copy of the check register for the time period. Mayor Hartstein requested that in the future expenditures that are out of the ordinary or are significant should be highlighted for the Executive Committee's attention. A motion to approve the financial statements was made by Mayor Larson, seconded by Mayor Hartstein and passed unanimously.

5.0 Grants, Subcontracts and Procurements

Mr. Blankenhorn reviewed the status of the grants, subcontracts and procurements. A motion to approve the report was made by Mayor Hartstein, seconded by Mayor Larson and passed unanimously.

6.0 Policies and Procedures for Processing Requests Under the Illinois Freedom of Information Act (FOIA)

Mr. Blankenhorn stated that the proposed policies and procedures for FOIA was drafted based on the NIPC policies and procedures. A motion to approve the policies and procedures for FOIA was made by Mayor Hartstein, seconded by Mayor Larson and passed unanimously.

7.0 Contributions

Mr. Blankenhorn proposed that a program be developed for contributions from certain local partners. The contributions would reflect a commitment from the community for CMAP activities. Vice Chair Athas raised a concern that the city of Chicago would be the only city in the region identified for contribution. Mr. Blankenhorn agreed to review the proposal.

8.0 Executive Director Employment Contract

A draft of the executive director employment contract was distributed to the Executive Committee. A discussion ensued and comments were to be forwarded to Chair Bennett prior to the next meeting.

9.0 Other Business

There was no other business presented.

10.0 Public Comment

There were no public comments.

11.0 Adjournment

At approximately 11:30 a.m., a motion to adjourn was made by Ms. Rupp Srch, seconded by Mayor Hartstein and passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dolores Dowdle", with a long horizontal line extending to the right.

Dolores D. Dowdle
Deputy Executive Director for Finance and
Administration

10-30-07

Approved as presented by unanimous vote, November 28, 2007.