



**Chicago Metropolitan Agency for Planning (CMAP)
Executive Committee
Minutes
February 8, 2017**

Offices of the Chicago Metropolitan Agency for Planning (CMAP)
Cook County Conference Room
Suite 800, 233 S. Wacker Drive, Chicago, Illinois

Committee Members Present: Mayor Gerald Bennett, Chair-representing Southwest Cook County, Rita Athas-representing the City of Chicago, Elliott Hartstein-representing Lake County, Andrew Madigan-representing the City of Chicago, and Carolyn Schofield-representing McHenry County

Staff Present: Joe Szabo, Melissa Porter, Angela Manning-Hardimon, Stanley Ryniewski, and Sherry Kane

1.0 Call to Order and Introductions

CMAP Board Chair, Mayor Gerald Bennett, called the meeting to order at approximately 10: 37 a.m.

2.0 Agenda Changes and Announcements

There were no agenda changes.

3.0 Approval of Minutes – January 11, 2017

A motion to approve the minutes of the January 11, 2017 meeting as presented, made by Elliott Hartstein, seconded by Carolyn Schofield, and with all in favor, carried.

4.0 Financial Statements

The various reports, including the Monthly Cash Report for CMAP and the Peters Fellowship, the Monthly Summary Report, the Monthly Revenue Report, the Monthly Expenditures report, the FY 2017 Project Summary and the Check Register for the month ending January 31, 2017 were presented for approval. Staff clarified that percentages reported in the financials are generally a matter of timing; CMAP makes the payments then requests reimbursements from IDOT. A motion to approve the reports as presented made by Rita Athas, seconded by Carolyn Schofield, and with all in favor, carried.

4.0 Travel Expenses

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

5.0 Grants, Subcontracts and Procurements

Staff presented the monthly update of activities related to grants, subcontracts and procurements, for information purposes, and when queried, reported that the pending procurement related to the regional aerial photography was a GIS mapping-related purchase and not connected with a recent approval by the Board for ON TO 2050 photographic services.

6.0 Tenant Representation Services

Staff reported they had a tour of the new fitness center and had seen renderings of the improvements to the building slated for completion in October 2019 (expected to have an impact on the rent). Next steps will be the distribution of a survey, with about 17 different criteria to establish priorities. Reducing its footprint while maintaining a good location for the various meetings held here is important. Asked if it had considered reducing the amount of space presently used by CMAP to facilitate another tenant, staff responded affirmately.

7.0 Other Business

Regarding coverages for Directors and Officers, staff reported that the liability limit is \$3 million, carries a \$15,000 deductible, contains duty to defend, and all [board members] are covered. Basic wrongful acts (breach of duty, neglect, errors and omissions) are covered; libel, slander, plagiarism, infringement of copyright, etc., are not covered. The policy holds an annual renewal in August. In 2017, staff will reassess the policy currently brokered by Lamb Little, and will likely go out to bid on the next renewal.

8.0 Public Comment

There were no comments from the public.

9.0 Next Meeting

The Executive Committee is scheduled to meet next on March 8, 2017.

10.0 Executive Session

At 10:50 a.m., a motion by Rita Athas, seconded by Andrew Madigan to adjourn to a closed session, pursuant to ILCS 120/2(c)(21) of the Open Meetings Act to review minutes of prior closed session meetings, and with all in favor, carried.

At 10: 51 a.m., a motion to return to the regular meeting made by Elliott Hartstein, seconded by Andrew Madigan, and with all in favor, carried.

Board Chairman Mayor Bennett reported that the Executive Committee had considered minutes from previous executive session meetings, had approved the draft minutes of the February 10, 2016, had asked that minutes of previous sessions be held confidential and had authorized the destruction of the recordings.

11.0 Adjournment

A motion to adjourn the Executive Committee meeting at 10:52 a.m., made by Rita Athas, seconded by Carolyn Schofield, and with all in favor, carried.

Respectfully submitted,



Angela Manning-Hardimon, Deputy Executive
Director for Finance and Administration

/stk
02-21-2017

Approved as presented, by unanimous vote, March 8, 2017