## Budget and Finance Committee Meeting Agenda

Tuesday, October 7, 2008 - 12:00 p.m.

**Start Time:** 12:07 pm called in order by Andy Yoder

**Attendees**: Max Coates, Charles Hall, Paul Hammersmith, Jack Reser, Fereidoun Shokouhi, Jenny Snapp, Steve Stolte, and Andy Yoder

**New Business:**

1. Jenny discussed the budgeted revenue by county/township/village
   1. Was conservative on the revenue, so it could be easily over that amount
   2. Questions:
      1. Jack - Good job of estimating the revenues, what are the subdivision filing fees for last year?
      2. Jenny - 32,500
      3. Jack – what is Interest income?
      4. Jenny – what we’ve done to date based on cash value, ¾, through end of September 08. Trying to be more conservative. Subdivision filing fees, it could be higher depending on what’s coming in
      5. Jack – fair housing – already set in stone?
      6. Jenny – Yes. CDBG is an estimate; Twp plans
      7. Jack – you have Logan County plans, how many next year?
      8. Jenny – Three (Monroe, Zane, Perry); Jefferson has committed, but they’ve had a lot going on; City plans we’ve estimated $10,000 for city of Urbana but have only done $2,000 this year
      9. Steve – (add up revenues for all 3 counties to show the per capita cost). On twp & village, what was actual percentage in ’08?
      10. Jenny - Unsure, I tried to undercut because we don’t know for sure what will come in
2. Expenditures
   1. Salary – to overestimate, did a 5% to plug in the hole; evaluations are not done until November or December, plus added $2,000.
      1. Charles – what’s Logan & Champaign doing? Union is doing 2 – 2 ½
      2. Jack – none, some people getting laid off
      3. Charles – around 3%, but it’s still undecided
   2. Travel
      1. Jack – may need to increase to $9600
      2. Jenny – if so, I would need to take it out of contingencies, which is where we would transfer it
      3. Paul – do you include mileage from the task force? You won’t have that next year.
   3. Building
      1. Have been talking with Andy and Barry. Barry believes he can do the work for significantly less than what we were quoted by the others. He hung up the sign and fixed the soft spot. He did a tour of the building.
      2. Andy – spoke to Barry about doing it in phases; recommendations from Barry – get the plastic and insulation down from the rafters because it’s retaining moisture; put a sump pump and get some ventilation going. Look at it in a year’s time and reevaluate and maybe go a little further with a type of sealing, if needed. The initial quotes from companies were very high.
      3. Steve – What was the amount of the quotes?
      4. Jenny – They were $30,000 & $56,000
      5. Andy – using a local contractor, even if not Barry, will be able to save us money
      6. Max – is DP&L coming out of the building fund as the same fund as the building improvements?
      7. Jenny – $3,500 is DP&L
3. Paul – maybe boost the travel higher to $8,500
4. Charles – I think it needs to be higher
5. Jenny – If we need to make it higher we can take it away from contingencies. Do you want it to be 9,000 or 8,500?
6. Ferei – What was our carry over last year?
7. Jenny – assessments this year: 180,327.39 (estimated 171,490 )
8. Ferei – on estimated cash on hand it needed corrected
9. Jenny – last year 73,380.42 is what we carried over
10. Steve – population estimates are greater
11. Jack – What if we did a 65% assessment for the counties?
12. Jenny – we would have to go for a by-laws change
13. Jack – realistically, even though it looks like there’s a $0 budget, underestimated about $15,000.
14. Jenny – I thought we were trying to build a balance
15. Charles – If we’re not careful we will get in the situation we were in previously
16. Andy – not sure what we are going to do with the building
17. Max – I am okay with the budget
18. Ferei – it’s good with me
19. Jack – on Wes, he’s dropping our insurance?
20. Jenny – he will be joining his wife’s insurance which he says is better

Jack Reser made the first motion to approve the budget as written by Jenny with no changes. Paul Hammersmith seconded the motion. All in favor.

The Budget and Finance Committee adjourned at 12:40 pm with Fereidoun Shokouhi making the first motion and Max Coates making the second motion.