

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

FINANCE AND PERSONNEL COMMITTEE

**July 17, 2014
NIRPC Offices
Portage, Indiana**

Members Present

Jim Ton
Nancy Adams
Roosevelt Allen, Jr
Jeff Dekker
Diane Noll

Staff and Others Present

Ty Warner
Angie Hayes
Kelly Wenger
Brian Snedecor

Members Absent

Anthony Copeland
Blair Milo
Rich Mrozinski
David Uran

Call to Order

The meeting was called to order at 8:31 a.m. by Jim Ton.

Approval of Minutes

Upon a motion by Nancy Adams, seconded by Jeff Dekker, the Committee approved the minutes of the June 19, 2014 meeting.

Review of Financial Status

Angie Hayes presented the financial report. At this time there are no cash issues to report. She informed the Committee that the completed Comprehensive Annual Financial Report was mailed out to all Commissioners on July 3rd. The State Board of Accounts audit has been completed with no comments for the fiscal year 2013. The Budget to Actual with Cash Variance and General Fund Expenditure reports were presented to the Committee. The total expenditures of the period ending June 30, 2014 are at 43.26%.

Approval of Claims Register

Kelly Wenger presented the claims register to the Committee for approval. Upon a motion by Nancy Adams, seconded by Jeff Dekker, the Committee approved the claims register.

Building Improvement Status

Angie Hayes informed the Committee that the architect would be available after the meeting to review the building layout and finishes with Commissioners. The building plans are being finalized and will be sent to the State for a construction permit. Comcast is still not at the building, and if it is not up and running by the end of July NIRPC will receive a 10% reduction in rent.

Other Business

Angie Hayes mentioned to the committee that there was no interest from staff in an early retirement package. Information regarding the PERF changes will be mentioned at the next upcoming staff meeting.

Ty Warner informed the committee that a complaint was received against two of NIRPC's Federal Transit Administration funded subrecipients. More information will be provided as it becomes available.

Adjournment

There being no further business, the meeting adjourned at 9:00 a.m.