



**PCCS Board of Directors and its
FINANCE COMMITTEE MINUTES**

As Approved February 16, 2010
Meeting Date was January 19, 2010 7:00 PM
Kennicott Building
1531 Jones Point Road
Grayslake, IL 60030

Call to order

Steve Achtemeier 7:00pm

Committee Attendance:

Jim Steinbeck, Tom Keenan, John Rizzo, Elizabeth Stearns, Betsy Jung, Steve Achtemeier

Staff Attendance:

Stacy Gavin, Myron Dagley

Public Attendance:

Laura Fay

Discussion Items

- Review of Strategic Plan Goals for Committee
 - Long range plan
 - Need to create a plan that projects out five years for planning purposes.
 - Funding priorities – short and long term
 - There was a list created when we refinanced in 2008. We need to locate it and update it.
 - Operations – target for reductions
 - Preliminary goal is 80k. Administration has created preliminary plan and will flush out in the coming months.
 - Cash accumulation goal
 - Tom Keenan agreed to take the lead.
 - Needs cash flow projections and financials broken down into the budget line items.
 - John Rizzo offered to help.
 - Review of Business Manager report and financial statements through December
 - Report was not completed for finance meeting.
 - Need to describe budget contingencies in Board Report.
 - Year End Financial Projections
 - Projections were reviewed. Contingencies seemed conservative.
- Review minutes from previous meetings

Public Comment

None

Action Items

- Accept business manager report and financial statements through December
 - Tom Keenan motioned, second by John Rizzo, All approved
- Approve minutes from previous meetings
 - Tom Keenan motioned, second by Elizabeth Sterns, All approved

Future Agenda Items

Budget draft for FY10-11

Cash Flow Forecast

Adjourn Motion by Elizabeth Sterns, Second by Jim Steinbeck. All approved.