

# **COLLINSVILLE AREA RECREATION DISTRICT**

## **January 15, 2019 – Regular Meeting Minutes**

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Ronald Jedda at 6:30 PM, January 15, 2019 at the district office, 10 Gateway Drive, Collinsville, Illinois.

Following The Pledge of Allegiance, the roll was called with the following commissioners answering present: Jeanne Lomax, Aaron Wright, Mark Achenbach, and Ronald Jedda.

Staff present include: Doug Erhart, Jill Rice

District Attorney James Craney was present as well.

### **SPEAKERS FROM THE FLOOR**

Jedda opened the floor for Speakers from the Floor. There were no Speakers from the Floor

### **CONSENT AGENDA**

Jedda opened the floor for the following Consent Agenda items:

- Regular Meeting Minutes for December 18, 2018
- Special Meeting Minutes for December 21, 2018
- Closed Session Minutes for December 18, 2018
- Treasurer's Report for December 2018
- Claims & Accounts List in the amount of \$110,991.61
- Budget Tracking Reports for December 2018

Achenbach asked question regarding City of Collinsville cell phone revenue, and if the payment is transferred over or something that needs to be continued to be paid. Erhart said we are all squared up with the City of Collinsville and no further payments are needed.

A motion was made by Achenbach, seconded by Lomax, to approve the Consent Agenda items.

Roll was called with the following board members voting AYE: Lomax, Wright, Achenbach, and Jedda. None voted NAY. Motion passed.

### **OLD BUSINESS**

The first point of business under old business was regarding various fund balances as of 12/31/2018 and the projected balances for 4/30/2019.

Jedda began the discussion where the projected balances were reviewed. Erhart stated that the fund balances changed very little from the prior month and is expected to continue until the end of April 2019.

Discussion turned to potential action regarding progress with the digitization of all CARD documents. Erhart said the digitization should be completed by the end of the month. The cost was more than projected because there were more scans per box that was required than expected.

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Discussion included list of close-up affairs such as moving sever to Craney Office Jan 29-Jan 30. Phone transfer, website, letter to contracts naming new point of contact.

### **NEW BUSINESS**

The first point of new business was involved a discussion and potential action regarding the appointment of a new CARD Recording Secretary, a new CARD Board of Commissioners Secretary and a new CARD Board Treasurer. Floor was opened up to nominations. Britt Donoho of Craney Law Group volunteered to serve as Recording Secretary.

Motion made by Wright for Wright to be Secretary and Achenbach to be Treasurer, seconded by, Lomax.

Roll was called with the following board members voting AYE: Lomax, Wright, Achenbach, and Jedda. None voted NAY. Motion passed.

The next point of business involved discussion and potential action regarding an agreement with Quality Accounting Solutions to handle certain CARD accounting functions going forward.

Motion made by Wright, seconded by Achenbach, to approve Quality Accounting Solutions as accountant.

Roll was called with the following board members voting AYE: Lomax, Wright, Achenbach, and Jedda. None voted NAY. Motion passed.

Discussion and potential action regarding updates to the authorized signers and remote users of the CARD, FCB Banks checking and commercial bank accounts. Users are to be updated on the bank accounts removing Doug and Jill and granting Achenbach remote access as signer as well as Vicki from Quality Accounting Solutions with remote access only. Signers are Achenbach, Lomax and Jedda and will add Wright as a signer.

Motion made by Achenbach, seconded by Lomax, to approve authorization for all four signers.

Roll was called with the following board members voting AYE: Lomax, Wright, Achenbach, and Jedda. None voted NAY. Motion passed.

The Board adjourned to CLOSED SESSION at 7:15 PM.

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order in OPEN SESSION by Jedda, January 15, 2019 at 8:50 PM at the district office, 10 Gateway Drive, Collinsville, Illinois. Commissioners present were Lomax, Wright, Achenbach and Jedda.

Brief discussion regarding E&O coverage at the expiration of the current insurance coverage. Jedda requested Craney to look into possible coverage.

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No further business coming before the commissioners, a motion was made by Lomax, seconded by Achenbach, the meeting be adjourned. Those voting AYE were Lomax, Wright, Achenbach and Jedda. None voted NAY. The motion was passed.

The meeting stood adjourned at 8:52 PM.

Respectfully Submitted,

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Britt Donoho, Recording Secretary

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Date