I. **Call to Order**
Chair Lynn Cullick called the meeting to order at 1:30 p.m.

II. **Roll Call**
Present and constituting a quorum were Amy Cesich, Lynn Cullick, Elizabeth Flowers, Judy Gilmour, and John Purcell

III. **Citizens to be Heard**
No citizens asked to be heard

IV. **Claims – An amount not to exceed $15,808.24**
The committee reviewed the claims listing and asked several questions. Commissioner Gilmour moved to approve and forward to the full Commission the claims listed in the amount of $15,808.24. Commissioner Flowers seconded the motion. The motion was unanimously approved on a voice vote.

V. **Trailer Quote Discussion**
The committee reviewed quotes for a trailer to be used primarily at Baker Woods FP to transport mowing equipment. Three quotes were received with the low quote from Atlas Bobcat for $4925. Commissioner Flowers moved to approve and forward to the FP Committee. Commissioner Purcell seconded the motion. The motion was unanimously approved on a voice vote.

VI. **Finance Review**
Latreeese Caldwell gave an overview of work she has been doing regarding the FP budget and finances. The committee discussed the breakdown of revenues and expenditures for programming and facilities. The committee discussed the focuses of the marketing plan being provided through Illinois Benedictine University. The committee discussed frequencies of deposits, safes, and cash registers.

VII. **Executive Session**
No executive session was held.

VIII. **Other Items of Business**
No other items of business were discussed.

IX. **Adjournment**
Commissioner Flowers moved to adjourn the meeting at 2:37 p.m. Commissioner Cesich seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully Submitted,

Jason Pettit
Director