

Finance Committee Meeting Minutes

February 1, 2017

Meeting was called to order at 6:10 pm. Present were:

Chair John Vires, Commissioner Kelly, Commissioner Mee, Commissioner Morrill, Executive Director Mike Benard, Executive Assistant Donna Siciliano, Finance Director Rita Trainor, Director of Special Facilities Andy Bendy

Guest: Kevin Fahey

Previous Minutes

January 11, 2017

New Discussion Items

Compensation Study \$20,800

Executive Director Benard stated that in 2006 the district did a compensation study for \$65,000. The district is able to get a compensation study done with Management Associates for \$20,800. WDSRA did this study with Management Associates and was happy with their work. Commissioner Morrill thought it was going to be hard to get apples to apples comparison but thought we could get close. Commissioner Kelly didn't see a benefit in this as he doesn't think we have a high turnover rate for Department Heads. Benard stated he thought the 50-60 front line staff should be done, but was agreeable to not having the Department Heads done. Commissioner Kelly recommended picking 5-7 positions and do it in house before having Management Associates do it. Benard thought it was best if we focus on our skilled laborers, programming and hospitality. Benard asked the board if they want him to do the IAPD survey for \$800.00. The board was agreeable to this.

Document Management Solution \$8,544 - Accela

Benard stated that we also asked Martin Whelan for a Document Management Solutions. They offered a comprehensive solution for over \$30,000. This seemed like over kill at this point. At this time we are recommending a potential solution with our current financial software provider focusing on the purchase order process only for \$8,500 in year one and \$1,500 annually going forward. The board was agreeable to this.

Purchase of Golf Skate Caddies

Benard stated that we are looking to buy four golf skate caddies. This keeps us under the bid threshold. This company's different from the one researched last year and is easier to work with. Director of Special Facilities Bendy stated that

we will rent for \$32 for 18 holes. The board was in favor of staff buying these four caddies.

Other Items

Open Gov

Staff shared the timeline for Open Gov with the board. The Board was agreeable to the timeline.

The meeting was adjourned without objection at 6:32 p.m.

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