







1685 West Higgins Road, Hoffman Estates, Illinois 60169 **heparks.org t** (847) 885-7500 **f** (847) 885-7523

## AGENDA ADMINISTRATION & FINANCE COMMITTEE MEETING TUESDAY, AUGUST 22, 2023 7:05 P.M.

- 1. ROLL CALL
- 2. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

- 3. APPROVAL OF COMMITTEE MINUTES
  - August 1, 2023

    Motion to approve the minutes of the August 1, 2023 meeting as presented.
- 4. COMMENTS FROM THE AUDIENCE
- 5. OLD BUSINESS
- 6. NEW BUSINESS
  - A. Policy Changes / M23-081

Motion to recommend to the full board the approval of the changes to the Policy Manual and Personnel Policy Manual.

- B. Balanced Scorecard / M23-080
  - Motion to recommend to the full board the approval of the Balanced Scorecard for the  $2^{nd}$  Quarter of 2023.
- C. Administration & Finance Report / M23-079

Motion to recommend to the full board to include the August Administration & Finance Report in the August Executive Director's Report.

- D. Open and Paid Invoice Register: \$614,878.94
  - Motion to recommend to the full board the approval of the Open and Paid Invoice Register as presented, with a total of \$614,878.94.
- E. Revenue and Expenditure Report and District Wide Operations Statement

  Motion to recommend to the full board the approval of the Revenue and Expenditure

  Report and District Wide Operations Statement as presented.
- F. Virtual Park Tour
- 7. COMMITTEE MEMBER COMMENTS
- 8. ADJOURNMENT

Motion to adjourn the meeting.