

COMMITTEE MEETING MINUTES  
FINANCE COMMITTEE  
Palatine Township Hall- 721 S. Quentin Road  
Palatine , IL 60067  
PATRIOT ROOM  
April 26, 2021—6 pm

- I. The meeting was called to order at 6:35 pm by Chairperson Susan Kern when a Quorum was established, followed by the Pledge of Allegiance to the Flag.
- II. In attendance were Trustee Kern, Trustee Pohlman and Trustee Kalkounos.
- III. Public comment: None
- IV. Discussion and Approval of Minutes
  - A. Finance Committee Meeting Minutes, for March 22, 2021 ,6 pm were approved.
- V Old Business: Previous Month's Questions and Answers from Regular Board Meeting
  - 1) 3 General Assistance, vouchers (27370, 27371 & 27372) for hotel stays categorized as Transient Assistance ,line item 5170, under Straight GA were not reflected in the March 1-22, 2021 GA Financial Reports. It was noted that these vouchers were dated the last week of February and should have been attributed to the Feb. 2021 GA financials. Administrator Lopez issued amended February, 2021 Financial Reports for GA and TF to include these expenditures and include the full month of Feb. expenditures.
  - 2) GA voucher 27381 to a client for "utilities" was an overpayment of \$180 arising from intervening status change of client from Emergency assistance to Straight GA. This overpayment will be debited from future "utility" payments to this client.
- VI. New Business
  - A. Review of Fiscal Year 2020- 2021 to date.

Road and Bridge Fund, Town Fund, General Assistance Fund, & Capital Improvement Fund were reviewed all found to be in order.
  - 1) Discussion of invoices and vouchers

All invoices and vouchers from Town Fund, Capital Improvement Fund, General Assistance Fund and Road and Bridge Funds were reviewed and found to be in order with the exception of the following GA item. Answers to this question from the Trustees of the Finance Committee will be provided at the Regular Board meeting, 4-26-2021; 7 pm and documented in the May 2021 Finance Committee minutes.

    - General Assistance voucher 27391 for Emergency Assistance "shelter" in the amount of \$1,400 was questioned as the stated rent/month in the GA narrative was listed as \$1,265. Client submitted request for Emergency Assistance 2-26-21.
- VII. Adjourn The meeting was adjourned at 7:00 pm.