

LIVINGSTON COUNTY BOARD
MINUTES OF MARCH 23RD, 2023 BOARD MEMBER TRAINING SESSION

OPENING

Board Member Robert F. Weller called the meeting to order at 5:00 p.m., in the Committee Room of the Historic Courthouse, 112 W. Madison, Pontiac, Illinois.

County Clerk Kristy Masching called roll with the following members **present:** John L. Vietti, Rebekah Fehr (arrived at 5:30), Gina Manker, Linda Ambrose, Dan Myers, William Mays, Robert F. Weller, John J. Vitzthum, Jim Blackard, Gerald L. Earing, Seth L. Welch **Absent:** Michael Haag, Joel Barickman, Marty Fannin, Mark Runyon, James A. Carley, Steven J. Lovell, Paul A. Ritter

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, County Clerk Kristy Masching, Finance Director Diane Schwahn, Zoning & Planning Administrator Jesse King and Assistant Planning Administrator Patricia Merlino

AGENDA

Robert F. Weller called for any additions or changes to the agenda with none requested. *Motion by Earing, second by Vitzthum to approve the agenda as presented.* **MOTION CARRIED ON VOICE VOTE WITH ALL AYES.**

BUSINESS

Board Member Training Session –

Alina Hartley presented the Board Members with a binder of resources to refer to containing contact information, Inside the Courthouse by IACBM, County Code of Ordinance Contents, Standing Rules of the County Board, Personnel Policy Manual, Travel Ordinance, Purchasing Policy, Highway Purchasing Policy, Vehicle Replacement & Purchasing Policy, Grant Application & Approval Policy, Financial Policies, and Financial Reports.

Alina Hartley and Diane Schwahn were present to review the following topics:

- County Code of Ordinances
- Policies
 - Standing Rules
 - Personnel Policy
 - Travel Policy
 - Purchasing Policy
 - Vehicle Replacement & Purchasing Policy
 - Grant Application/Approval Policy
 - Financial Policies
- Committee Reports, Finance Committee Reports and Treasurer Reports
- Basic Budget Procedures
 - Strategic Planning
 - Accountability
 - Planning, Preparation, Presentation and Approval
 - Budget Guidelines
 - Budget Calendar
- Overview of Fiscal Year 2023 Budget

ADJOURNMENT

The meeting adjourned at 6:20 p.m. on motion by Mays, second by Blackard. **MOTION CARRIED ON VOICE VOTE.**

James A. Carley, Chair

Attest:

Jordan E. Uselding

Executive Assistant

On behalf of County Clerk, Kristy Masching