

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, January 11, 2010

7:00 PM

Village Hall

Finance Committee

Chairman Edward G. Schussler
Trustees Bernard A. Murphy and Kathleen M. Fenton
Village Clerk David P. Maher

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 PM.

Present: 3 - Chairman Schussler; Trustee Murphy and Trustee Fenton

APPROVAL OF MINUTES**2010-0008 Approval of the December 14, 2009 Finance Committee Minutes**

I move to approve the Minutes of the Regular Meeting of the Finance Committee of December 14, 2009.

A motion was made by Trustee Kathleen Fenton, seconded by Trustee Bernard Murphy, that this matter be APPROVED. The motion CARRIED by the following vote:

Aye: 3 - Chairman Schussler, Trustee Murphy, and Trustee Fenton

Nay: 0

ITEMS FOR SEPARATE ACTION**2010-0010 Annual Legistar Software Maintenance Agreement - Expenditure Approval**

The annual Legistar Maintenance and Support Agreement is due for renewal. Staff is requesting approval in the amount of \$6,093 for this service beginning February 1, 2010 to January 31, 2011.

The Legistar system is a comprehensive, integrated document management and information retrieval system designed specifically to support the legislative process including meeting agendas, minutes of meetings, journals of proceedings, subject matter indexes and reports.

Chairman Schussler asked if Legistar is being used more than in the past.

MIS Manager Mary Klinger stated that the Legistar program is being used a great deal more than in the past. The Clerk's Office has recently begun the paperless agendas in a PDF format and uploads it to the Village's Intranet. Staff is now able to download the agenda's along with the attachments and print their own personal agenda with only the items they need. This has reduced printing costs.

Chairman Schussler question how much of the agenda information is available to the public.

Manager Klinger stated only the agenda and minutes are available for public viewing.

Assistant Village Manager Baer stated the Request for Board Action Sheets (the cover sheets) have been considered to be placed on the website for public viewing. Placing all the attachments is not practical. It would be up to the Board if they would like this information placed on the website.

Chairman Schussler stated what would need to be done to move this forward?

Manager Klinger stated this would need to be communicated to the Clerk's Office and the Deputy Clerk.

Village Clerk Maher suggested this wait until after the February 2nd Election.

Chairman Schussler agreed and stated this is something for the future and he would like this to go before the full Board.

I move to recommend to the Village Board to approve the Annual Legistar Maintenance Agreement with Daystar Computer Systems in an amount not to exceed \$6,093.

A motion was made by Trustee Kathleen Fenton, seconded by Trustee Bernard Murphy, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion CARRIED by the following vote:

Aye: 3 - Chairman Schussler, Trustee Murphy, and Trustee Fenton

Nay: 0

ADJOURNMENT - 7:08 PM

A motion was made by Trustee Kathleen Fenton, seconded by Trustee Bernard Murphy, that this matter be ADJOURNED. The motion CARRIED by the following vote:

Aye: 3 - Chairman Schussler, Trustee Murphy, and Trustee Fenton

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk