

COUNTY OFFICES COMMITTEE: Mr. James Arduini, Chair

The County Offices Committee met on March 31, 2014 at 2:30 PM in Room 108 at the Courthouse. Those present were James Arduini, John Espinoza, and Martin Koster. Absent was Ruth Stanley. Also present were Jim Duffy, Sue Britt, Robin Brands, Lauren Lee, John Maas, Joel Horn and Lori Keppen.

1. The Committee reviewed the monthly claims and budget reports. Mr. Espinoza made a motion to approve the reports with Mr. Koster seconding the motion. All voted in favor.
2. Supervisor of Assessments.
 - a. 2013 Activity Report was put on file (See #29-30).
 - b. Mrs. Brands gave an update on her staff's continuing education classes which is a requirement to keep designation. These classes were already budgeted.
 - c. HB1604 Erroneous Homestead Exemptions went into effect January 1, 2014. Discussion was held on various problems. The principal residence is where you are registered to vote and driver license is listed.
 - d. Mrs. Brands advised her office would be entering into NIU Summer Intern Agreement. The Committee concurred.
 - e. GIS Sales March 3rd thru March 28th were \$251.00. There were 4 address directories sold for \$40.
 - f. It was budgeted for Lauren Lee to attend a GIS conference in San Diego, CA. Mrs. Brands asked her committee for permission to approve this going out of state more than 200 miles, along with the \$530 airfare. Mr. Koster made a motion to approve Lauren Lee's airfare and going out of state to the GIS conference in San Diego, CA. Mr. Espinoza seconded the motion. All voted in favor.
3. Management Services.
 - a. Mr. Maas thanked the committee for changing his title last month. Mr. Maas requested his department now be changed to Information Technologies Department. Mr. Horn advised this change would involve a lot more than just a name change with budgets, departments reporting etc. The Committee concurred this needs to be researched more.

Mr. Espinoza made a motion to adjourn the meeting. Mr. Koster seconded the motion. The meeting adjourned at 3:00 PM.

Meeting Dates: The next regular meeting – May 5, 2014 at 2:30 PM Room 108, Courthouse

MOTION: To place on file the County Offices Committee's meeting report, February claims reports, and related informational items, as presented.