

**GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION  
REGULAR MEETING  
October 10, 2023**

**1. Call to Order and Roll Call**

Jeffery Robinson, Chair, presided and called the meeting to order at 6:04 p.m. A roll call was done and a simple majority quorum was established. Our newest member, Cody Lueker (representing Carbondale in place of Steven Mitchell) was introduced to the group.

*Members Present* – Cindy Humm (Franklin County); David Larkin, Julie Peterson (Jackson County); Cody Lueker (Carbondale); Ryan Guthman (Murphysboro); Fred Kelly (Perry County); Robert Spencer (Pinckneyville); Timothy Atkisson, Alexander Simpson, Jeffery Robinson (Williamson County); Mark Krones (Carterville); Kathy Lively (Herrin); Jason Ashmore (ALG)

*Members Absent* - Neil Hargis, Joshua Qualls, Kevin Weston (Franklin County); Lee Messersmith (Benton); Chris Veteto (West Frankfort); Keith Thomason (Rend Lake Conservancy District); John Rendleman (Jackson County); Scott Wilmouth (Kinkaid-Reeds Creek Conservancy District); Steve Damron, Steve Draege, Cliff Lindemann, James Malone (Jefferson County); Mary Ellen Bechtel (Mt. Vernon); Bruce Morgenstern, Josh Gross, Brian Otten (Perry County); Ruth Hale (Du Quoin); Travis Emery (Williamson County); Glenn Clarida (Marion)

*Staff Present* - Cary Minnis (Executive Director), Abra Phillips (Admin Asst & Bookkeeper)

**2. Recognition of Visitors**

Ron Kiser – guest of Julie Peterson

**3. Consent Agenda**

A motion was made by Jason Ashmore and seconded by Alex Simpson to approve the Consent Agenda as presented. The motion carried by unanimous vote.

The following reports were accepted:

- a) Minutes of the Regular Meeting – August 08, 2023
- b) Minutes of the Executive Committee Meeting – September 12, 2023
- c) Financial Report – August thru September, 2023
- d) Staff Report - September, 2023

**4. Old Business - None**

**5. New Business**

a) **Annual Meeting Awards**

We received the following nominations for awards to be given at the annual meeting in December:

**Business / Industry Award**

- 1. Walker’s Bluff
- 2. Cooper B-Line / Eaton Inc., Pinckneyville
- 3. Custard Stand of Sesser

**Meritorius Service Award**

1. Caring and Sharing Thrift Store, Pinckneyville
2. Gary Shafer, Southern Illinois Airport Authority

The nominations listed were discussed among members present. A motion was made by Jason Ashmore and seconded by Cindy Humm to give out the following awards and the motion carried unanimously:

1. Business / Industry Award – Walkers Bluff
2. Meritorious Service Award – Caring and Sharing Thrift Store, Pinckneyville
3. Special Award – Gary Shafer

**b) Appoint Nominating Committee**

The following members were appointed to the nominating committee to select the Executive Committee for Calendar Year 2024.

Julie Peterson – Jackson County  
Cindy Humm – Franklin County  
Kathy Lively – Williamson County  
Steve Damron – Jefferson County  
Brian Otten – Pery County

A motion was made by Julie Peterson and seconded by Mark Kronos to approve the nominating committee as listed above. The motion carried unanimously.

**c) Approve 3-Year Audit Proposal from Rice Sullivan (current auditor)**

Cary explained that Fiscal Year 23 is the last year of engagement with our current auditor, Rice Sullivan. Initially they were unsure of their ability to provide services to us after this audit due to being short staffed (there is an accountant shortage), however, they have recently come back with an engagement letter for the next 3 years. The cost is as follows:

Year 1: \$18,350 + \$3,000 for single audit  
Year 2: \$19,650 + \$3,250 for single audit  
Year 3: \$20,950 + \$3,500 for single audit

According to our USDA loan requirements, a single audit is only required in the years that we release money, not in the years we are just servicing it. However, according to the 2 CFR requirements, a single audit is required if the outstanding balance is more than \$750,000. This year, our audit cost is \$9,850 (excluding the cost of a single audit), so this is a rather large increase but was expected.

Prior to receiving this engagement letter, we reached out to Gibbons CPA out of Johnston City, who does the audit for Southern 5 Regional Planning Commission, and therefore will be familiar with the type of business we do. We did not receive a formal proposal, but were told that due to the size and requirements of our audit, they would not be able to perform ours for anything less than \$25,000.

The Executive Committee recommended to accept the 3-year engagement with Rice Sullivan at last month's meeting on September 12, 2023.

A motion was made by Mark Kronos and seconded by Robert Spencer to accept Rice Sullivan's engagement letter for FY2024 – FY2026 as presented to the full board. The motion carried unanimously.

**d) Personnel (Closed Session under 2C (1) of the Illinois Open Meetings Act)**

A motion was made by Jason Ashmore and seconded by Alex Simpson to go into closed session to discuss Personnel under 2C (1) of the Illinois Open Meetings Act. A roll call vote is required to go into closed session and is as follows:

Cindy Humm – Yes  
David Larkin – Yes  
Julie Peterson – Yes  
Cody Lueker – Yes  
Ryan Guthman – Yes

Fred Kelly – Yes  
Robert Spencer – Yes  
Timothy Atkisson – Yes  
Alex Simpson – Yes  
Jeffery Robinson – Yes  
Mark Krones – Yes  
Kathy Lively - Yes  
Jason Ashmore - Yes

The motion carried unanimously and the board went into closed session at 6:25 pm.

A motion was made by Kathy Lively and seconded by Jason Ashmore to come out of closed session. A roll call vote is required and is as follows:

Cindy Humm – Yes  
David Larkin – Yes  
Julie Peterson – Yes  
Cody Lueker – Yes  
Ryan Guthman – Yes  
Fred Kelly – Yes  
Robert Spencer – Yes  
Timothy Atkisson – Yes  
Alex Simpson – Yes  
Jeffery Robinson – Yes  
Mark Krones – Yes  
Kathy Lively - Yes  
Jason Ashmore - Yes

The motion carried unanimously and the board came out of closed session at 6:43 pm.

A motion was made by Robert Spencer and seconded by Fred Kelly to approve the changes to the salary schedule and add three new positions at the start of Calendar Year 2024. The motion carried unanimously.

e) **Health Insurance Renewal**

Cary went over the different health care plan options included in the handout. In order to keep the same plan, there will be a 5% increase in premium cost and the out-of-pocket cost for employees will increase to \$1,500 from \$1,250. Cary recommends keeping our current plan.

A motion was made by Mark Krones and seconded by Jason Ashmore to keep our current Health Insurance plan. The motion carried unanimously.

f) **Revised Budget and Personnel Changes for FY2024**

Cary explained to the group that our budget has increased by \$600K from what was previously approved. He also noted that we have some new grant funding sources to cover it along with an increase in interest earned on money market accounts and our Certificate of Deposits, and that this is one of the largest budgets we've ever had. The increase in expenses includes staff and consultant costs and Cary discussed the allocation of hours among the staff in relation to different grants.

A motion was made by Robert Spencer and seconded by Alex Simpson to approve the revised budget and personnel changes for FY2024. The motion carried unanimously.

6. **Matters from the Floor - None**

**7. Upcoming Meetings**

Executive Committee – November 14, 2023

Regular Meeting – December 12, 2023 at 6:00pm (Annual Meeting located at the Du Quoin American Legion)

**8. Adjournment**

Motion made by Mark Krones and seconded by Cindy Humm to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 6:56 p.m.

*Copies of documents furnished to the Commission in connection with this meeting are on file at the Greater Egypt office in Marion, Illinois.*