

**GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION
EXECUTIVE COMMITTEE MEETING
May 28, 2025**

Call to Order and Roll Call

Jeff Robinson, Chair, presided and called the meeting to order at 12:04 pm. A roll call was taken, and it was noted that there is a quorum present.

Officers Present:

<u>Name</u>	<u>Position, Represents</u>
Kathy Lively	1 st Vice-Chair, Herrin
Steve Damron	Secretary, Jefferson County
Cindy Humm	Treasurer, Franklin County
Jeffery Robinson	Chair, Williamson County
Kevin Weston	2 nd Vice-Chair, Perry County
Robert Spencer	4 th Vice-Chair, Pinckneyville

Staff Present - Cary Minnis (Executive Director)

Officers Absent:

<u>Name</u>	<u>Position, Represents</u>
Julie Peterson	3 rd Vice-Chair, Jackson County

Consent Agenda

- a) Minutes of May 13, 2025, Executive Committee Meeting

A motion was made by Steve Damron and seconded by Robert Spencer to approve the consent agenda. The motion carried unanimously.

New Business

- a) Minutes of May 13, 2025, Executive Committee Meeting

A motion was made by Steve Damron and seconded by Robert Spencer to approve the Minutes of May 13, 2025, Executive Committee Meeting. The motion carried unanimously.

- b) Personnel (Closed Session under 2C (1) of the Illinois Open Meetings Act)

A motion was made by Kathy Lively and seconded by Steve Damron to enter closed session.

A roll call vote was conducted to enter a closed session, all meeting members voted AYE to enter in to the closed session.

A motion was made by Kathy Lively and seconded by Robert Spencer to exit closed session

A roll call vote with all members voting AYE was conducted to end the closed session.

- c) Accounting Services

The board discussed the organization's accounting needs. Staff have been evaluating internal capabilities, required accounting tasks, and options for completing the required tasks. After reviewing, it was felt that seeking outside accounting services could better meet the accounting needs and a request for proposals was

issued. Two firms responded: Kemper CPA Group and KEB. Both firms proposed providing monthly accounting services including preparation of monthly financial statements, vendor payments twice per month, posting of transactions, reconciliation of bank statements, maintaining depreciation schedules, and preparation of necessary year-end adjustments, including indirect cost rates and fringe benefit adjustments. Assistance with the annual audit was also included in the scope of services. Both firms provided similar pricing structures. Overall, cost differences between the two proposals were minimal.

Following discussion, a motion was made by Kevin Weston and seconded by Steve Damron to enter into an agreement with KEB for accounting services. The motion carried unanimously.

d) Miscellaneous

None

Matters from the Floor

None

Next Meetings:

Full Board Commission Meeting: June 10, 2025, 6:00 p.m.

Executive Committee Meeting: July 8, 2025, Time TBA

Adjourn

A motion was made by Robert Spencer and seconded by Cindy Humm to adjourn the meeting. The motion carried unanimously, and the meeting adjourned.