



**EXECUTIVE COMMITTEE**

**AGENDA - FINAL**

Wednesday, March 13, 2024

10:30 AM

(or immediately following Board)

**DuPage Conference Room  
433 West Van Buren Street, Suite 450  
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at [info@cmap.illinois.gov](mailto:info@cmap.illinois.gov) until Tuesday, March 12, 2024 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/88610440366>

Conference Call number: 312 626 6799 US (Chicago)

Meeting ID: 886 1044 0366

CMAF provides the opportunity for public comment. Individuals are encouraged to submit comment by email to [info@cmap.illinois.gov](mailto:info@cmap.illinois.gov) at least 24 hours before the meeting. A record of all written public comments will be maintained and made publicly available.

The total cumulative time for public comment is limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per person unless the Chair designates a longer or shorter time period. Public comments will be invited in this order: Comments from in person attendees submitted ahead of time; comments from in-person attendees not previously submitted; comments from virtual attendees submitted ahead of time; and comments from virtual attendees not previously submitted.

To review CMAF's public participation policy, please visit <https://www.cmap.illinois.gov/committees>.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAF at least five days before the meeting by email ([info@cmap.illinois.gov](mailto:info@cmap.illinois.gov)) or phone (312-454-0400).

**1.0 Call to Order and Introductions****2.0 Agenda Changes and Announcements****3.0 Approval of Minutes****3.01 Approval of the February 14, 2024 meeting minutes**[24-107](#)

ACTION REQUESTED: Approval

**Attachments:** [Executive Committee 02.14.24 Minutes](#)**4.0 Financials****4.01 October revenue and expenditure report for FY 2024**[24-100](#)

PURPOSE &amp; ACTION: A monthly update of financial activity for the committee's review and approval.

ACTION REQUESTED: Approval

**Attachments:** [Financials Memo October FY 24](#)  
[Financials October FY24](#)**4.02 November revenue and expenditure report for FY 2024**[24-101](#)

PURPOSE &amp; ACTION: A monthly update of financial activity for the committee's review and approval.

ACTION REQUESTED: Approval

**Attachments:** [Financials Memo November FY24](#)  
[Financials November FY24](#)**5.0 Grants, Contracts and Procurements****5.01 March, 2024 Executive Committee report**[24-099](#)

PURPOSE &amp; ACTION: A monthly update of activity relating to grants, contracts and procurements.

ACTION REQUESTED: Information

**Attachments:** [Grants and Procurements March 2024](#)**6.0 Other Items for Approval****6.01 Discussion and recommendation for approval to the Board of proposed amendments to the CMAP Board by-laws**[24-108](#)

PURPOSE & ACTION: Periodic review of the by-laws is necessary to continue to align with federal and state laws and accurately reflect the work of the organization. Feedback was sought from the Board at their May 10, 2023 and June 14, 2023 meetings. Staff worked with one member representing Cook, City, and the collar counties and refined proposed amendments to the board by-laws as directed by the Board. Based on the representatives' recommendations, revisions were prepared by counsel for the Executive Committee's review. At its February 14, 2024 meeting, the Executive Committee offered additional recommendations and revisions have been prepared for consideration and recommendation for approval to the CMAP Board at its April 10, 2024 meeting.

ACTION REQUESTED: Recommend approval to CMAP Board

**Attachments:** [By-laws memo March 2024](#)  
[CMAP Bylaws – Redline to Current Approved Bylaws](#)

## 7.0 Information Items

### 7.01 Executive director expenses for the month of February, 2024 [24-106](#)

PURPOSE & ACTION: Submittal of the executive director’s out-of-region travel expenses for the month of February, 2024 for informational purposes.

ACTION REQUESTED: Information

**Attachments:** [Executive Director Travel Summary - February 2024](#)

### 7.02 Executive director’s five-year accomplishments [24-109](#)

PURPOSE & ACTION: CMAP executive director presentation reflecting on achievements over the past five years.

ACTION REQUESTED: Information

**Attachments:** [Executive Director Five Year Memo](#)

## 8.0 Executive Session

### 8.01 Executive Session to review personnel matters pursuant to 5 ILCS 120/2 (c)(1) [24-110](#)

ACTION REQUESTED: Discussion

#### 8.01A Action to forward recommendations of the executive director's contract renewal and performance evaluation to the CMAP Board for their consideration [24-111](#)

ACTION REQUESTED: Approval

## 9.0 Other Business

## 10.0 Public Comment

This is an opportunity for comments from members of the audience.

## 11.0 Next Meeting

The next meeting is scheduled for April 10, 2024.

## 12.0 Adjournment