



EXECUTIVE COMMITTEE

MEETING MINUTES - DRAFT

Wednesday, March 13, 2024

10:30 AM

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 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 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) or phone (312-454-0400).

1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 10:35 a.m.

Present: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

Staff present: Erin Aleman, Michael Brown, Megan Fulara, Evan Hay, Aimee Lee, Stephane Phifer, Lance Tiedemann, Jennie Vana, Blanca Vela-Schneider, Laura Wilkison

Others present: Hart Passman

2.0 Agenda Changes and Announcements

There were no additions or amendments to the agenda.

3.0 Approval of Minutes

3.01 Approval of the February 14, 2024 meeting minutes

[24-107](#)

Attachments: [Executive Committee 02.14.24 Minutes](#)

A motion was made by Member John Noak, seconded by Member Carolyn Schofield, to approve the minutes. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

4.0 Financials

Approval of the Group Vote

A motion was made by Member John Noak, seconded by Member Carolyn Schofield, to approve agenda items 4.01 and 4.02 under one vote. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

4.01 October revenue and expenditure report for FY 2024

[24-100](#)

Attachments: [Financials Memo October FY 24](#)
[Financials October FY24](#)

Agenda items 4.01 and 4.02 were approved under one vote.

4.02 November revenue and expenditure report for FY 2024

[24-101](#)

Attachments: [Financials Memo November FY24](#)
[Financials November FY24](#)

Agenda items 4.01 and 4.02 were approved under one vote.

5.0 Grants, Contracts and Procurements

5.01 March, 2024 Executive Committee report

[24-099](#)

Attachments: [Grants and Procurements March 2024](#)

The March, 2024 Executive Committee report was received and filed.

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](#)

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

Attorney Hart Passman, Elrod Friedman, provided clarification for questions from the Executive Committee regarding language implemented in the by-laws. Specifically, pertaining to situations where procurements could bypass the CMAP Board. Revisions were made that would only allow the Executive Committee to act on agenda items in the event the Board is unable to meet.

A motion was made by Member Carolyn Schofield, seconded by Member John Noak to recommend the proposed amendments of the CMAP by-laws to the CMAP Board for their consideration. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

7.0 Information Items

7.01 Executive director expenses for the month of February, 2024

[24-106](#)

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

The executive director expenses for the month of February, 2024 were received and filed.

7.02 Executive director's five-year accomplishments

[24-109](#)

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

Erin Aleman, Executive Director, presented on her achievements over the past five years such as the Greater Chicagoland Economic Partnership and the Plan of Action for Regional Transit.

8.0 Executive Session

A motion was made by Member John Noak, seconded by Member Carolyn Schofield, to enter into Executive Session to review personnel matters pursuant to 5 ILCS 120/2 (c)(1). The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

The Executive Committee entered into Executive Session at 11:06 a.m.

8.01 Executive Session to review personnel matters pursuant to 5 ILCS 120/2 (c)(1)

[24-110](#)

Personnel matters were discussed.

A motion was made by Member John Noak, seconded by Member Carolyn Schofield, to adjourn Executive Session. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

Executive Session was adjourned at 11:20 a.m.

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](#)

This agenda item was continued to the next Executive Committee meeting scheduled for April 10, 2024.

9.0 Other Business

There was no other business.

10.0 Public Comment

There were no comments from the public.

11.0 Next Meeting

The next meeting is scheduled for April 10, 2024.

12.0 Adjournment

A motion was made by Member Richard Reinbold, seconded by Member Carolyn Schofield, to adjourn the meeting. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield and Richard Reinbold

Absent: Anne Sheahan and John Roberson

The meeting was adjourned at 11:22 a.m.

Minutes prepared by Evan Hay.