



Lee County Claims Committee Minutes

Lee County, Illinois

Apr 17, 2024 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Committee Room, 112 E 2nd St
Dixon, IL 61021

I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Mike Zeman.

II. Committee Member Roll Call: Chair Mike Zeman, Nancy Naylor, Angie Shippert, and alternate Chris Robertson.

Mike Zeman, Nancy Naylor, and Angie Shippert attended in person. Chris Robertson was not in attendance.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary) attended in person.

IV. Approval of the Minutes from the Previous Meeting (April 3, 2024)

Minutes from the April 3, 2024, Lee County Claims Committee Meeting were approved as presented without modification.

V. Review and Approval of Bi-Weekly Claims

Angie Shippert logged into miViewPoint and initiated the review of 50 claims. There were no rejections. Two (2) departments submitted claims with missing receipts, however, they were approved by the committee with Department Head explanation. All 50 claim invoices were forwarded to the County Board for ratification.

VI. Old Business

A. *Review of Claims Procedures*

There was no discussion on this topic.

VII. New Business

There were no items under New Business.

VIII. Executive Session

There was no request for an Executive Session.

IX. Adjournment

Motion to adjourn at 9:45 a.m. **Moved** by Angie Shippert. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

The next Lee County Claims Committee Meeting is scheduled for
9:00 a.m., on Wednesday, May 8, 2024

Respectfully submitted by:
Becky Brenner - Board Secretary