



NEW TRIER TOWNSHIP

Cook County

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Winnetka, IL 60093
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Board Minutes of New Trier Township Board Meeting

Special Session - Tuesday, April 26, 2022

The April special meeting of the Board of Trustees took place in person at the township office. The public could participate by attending in-person or via zoom. Recordings of the full meeting are available on the township's YouTube Channel, NewTrierTwp.

PRESENT: Gail Schnitzer Eisenberg, Supervisor
Nicole Capretta, Clerk
Kate Casale MacNally, Trustee
Stefan Mozer, Trustee
Elliott Robbins, Trustee
Danielle Ruben, Trustee
Jan Churchwell, Assessor

ALSO PRESENT:

Julie Koenigsberger, Communications & Social Services Support
Lorrecia Pearson, Administrator
LWWW
Gentleman attending via zoom only identifying himself as "Shoe" (via zoom)

CALL TO ORDER / ROLL CALL Following a roll call of attendees, Clerk Capretta announced that a quorum for conducting official business had been established. Supervisor Schnitzer Eisenberg called the Meeting to order at 7:30 p.m. and then led in the reciting of the *Pledge of Allegiance to the Flag of the United States of America*.

PUBLIC COMMENTS (7:31 p.m.)

None.

SUPERVISOR'S REPORT (7:32 p.m.)

Supervisor Schnitzer Eisenberg reported on the below items:

- Thank you to Clerk Capretta for the Annual Town Meeting.
- She also attended the Township Officials of Illinois' Lobbying day. It was held in-person in Springfield, though it was the second to last day of the session. She was able to meet with the entire delegation and discuss the township officials' agenda.
- She briefly summarized some good things coming up including, to name just a few, updates
 - o the definition of disability to ensure young adults are eligible for state services,
 - o in the budget the fabulous support for social service agencies as well as tax payer relief, and a permanent expansion of the earned income tax credit, and \$50 million towards domestic violence prevention,

CLERK'S REPORT **Nicole Capretta** (7:54 p.m.)

The clerk provided a brief thank you to board and staff for the Annual Town Meeting.

The clerk also reported that passport applications have been paused with no additional appointments to be scheduled due to the staffing transition and the high demand from the public.

She also reported that FOIA requests have increased. She believes with the township's push to be more transparent including website updates that there haven't been many FOIA requests in her tenure, but there has been a recent increase due to the Annual Town Meeting and publication of the Annual Report.

A. Tentative Budget Ordinance Notice/ Available for Inspection

The clerk thanked staff member, Julie Koenigsberg, for her help with posting the draft Budget Ordinance in the Dispatch and at local libraries. See, Attachment 1, Public Notice Budget Hearing.

B. Approval of Minutes

Trustee Casale MacNally moved, and Trustee Robbins seconded a motion to approve the minutes from March 8, 2022; approved unanimously with a voice vote.

ASSESSOR'S REPORT Jan Churchwell (8:00 p.m.)

Assessor Churchwell provided the board with a draft FY 2023 budget then provided a brief verbal update including the significant delay of the tax bills and the effect on schools, agencies, and government entities. See, Attachment 2.

NEW COMMITTEE MEMBERS (8:08 p.m.)

A. Review

The board packet included two applications for committee membership including Lisa McGowan and Joseph Augustine McGowan both for Mental Health Advisory Committee.

B. Approval

Trustee Robbins moved, and Trustee Casale MacNally seconded a motion to approve both candidates; approved unanimously with a voice vote.

NEW BUSINESS (8:21 p.m.)

A. Increase income thresholds for financial assistance to 250% 2022 FPL

Supervisor Schnitzer Eisenberg introduced the idea of increasing the income threshold for financial assistance. She brought the board attention to the material in their packet which included the payment levels adopted in July 2013 and proposals for 2022 including options for 225% and 250%. See, Attachment 6. *Discussion ensued.*

Trustee Robbins moved, and Trustee Casale MacNally seconded a motion to approve the increase the income threshold to 250% of the 2022 Federal Poverty for financial assistance; approved unanimously on a roll call vote.

B. Pantry client eligibility for Dial-A-Ride Transportation Assistance

Administrator Pearson explained the Dial-A-Ride program's current parameters which include qualifications of being 18-64 years old with a disability or 65+ and travel that includes starting and ending within the township boundaries. Historically, usage has been underused with restrictions (i.e., no wheelchair access). Discussion ensued including the likelihood of using a ride-share company instead of "taxi."

Trustee Casale MacNally moved, and Trustee Mozer seconded a motion to permit pantry clients, irrespective of the client's disability or age, usage of Dial-A-Ride; approved unanimously on a voice vote.

C. Public Comment Policy

Tabled.

D. Other New Business – Economic Impact Statement

Trustee Mozer introduced a question the board's opinion on the new Economic Impact Statement.

For the purposes of furthering discussion, Trustee Mozer moved, and Trustee Robbins seconded a motion for New Trier Township to challenge the intrusiveness, the scope, reasonableness, and poor drafting of the current economic disclosure form especially Question 1.

Later, after further discussion, the motion was withdrawn.

APPROVAL OF CLAIMS (10:35 p.m.)

Trustee Mozer moved, and Trustee Casale MacNally seconded a motion to approve the Payroll dated March 2022, including Checks #8000 - #8018 in the amount of \$34,517.03; approved unanimously on a roll call vote.

Trustee Mozer moved, and Trustee Robbins seconded a motion to approve the Town Fund dated March 1 to March 31, 2022, including Checks #1560 - #1587, with a void #1517v, subject to the review of the Cooley Elevator expenses in the amount of \$33,770.92; approved unanimously on a roll call vote.

Trustee Mozer moved, and Trustee Casale MacNally seconded a motion for New Trier Township to challenge* the current economic interest statement due to its overreaching scope, reasonableness, lack of clarity, intrusiveness, and poor drafting of the current economic disclosure form.

*There was a lengthy discussion about the board's inability to understand the new Economic Disclosure Form and there was a consensus of discomfort with the overreaching and evasiveness.

The motion was again re-withdrawn.

MOTION TO ADJOURN Trustee Casale MacNally moved, and Trustee Robbins seconded a motion to adjourn the meeting; approved on a unanimous voice vote.

Meeting was adjourned at 10:55 p.m.

TO: NEW TRIER TOWNSHIP BOARD OF TRUSTEES
FROM: BRIAN LEVERENZ, COMMUNITY SERVICES ADMINISTRATOR
DATE: April 18, 2022
RE: ADMINISTRATOR REPORT

With the funding process over until next Fall, I am waiting for Gail's signature and review of the funding letters so that I can mail them out. Letters which address significant agencies include the High School Youth Centers. The letters will also include our new funding guidelines, which I have attached for your convenience.

At the Annual Town Meeting we recognized 5 outgoing committee members. Two are moving to another committee (Paul Lively and Ed Olinger) and I have two new applicants, Joseph and Lisa McGowan, a husband and wife who would like to be on the Mental Health Committee. Their applications are attached. This will put our committee numbers at:

MFP – 9 + Trustee
Oversight – 8 + Trustee
Mental Health – 10 + Trustee

We could use a few members on all three committees, but primarily on Oversight. Committees meet in May and June then take the summer off. Until the fall, committees will concentrate on Liaison Reports, agency visits and following up our recommendations and as well as noting use by Township residents for their services.

Food Pantry

Donations always slow down in the spring, but with nicer weather we can start doing food drives. WE have one scheduled at Grand Foods (now Sunset Foods) on Saturday, April 23 that is hosted by the New Trier Educational Foundation, and then one on Sunday, May 22 that is hosted by the Glencoe Jr. High Project. Agencies typically have two to three people per 2 hour shift and if its hosted by kids then an adult must be present.

Peer Jury

We had two cases and three returns in April. Since we restarted Peer Jury, we have received cases from only Winnetka and Northfield, though it appears we have a Glencoe case for next month. I have a lot of juror applications coming in for this spring. WE do training for new jurors in the late spring/early summer.

Eligibility Criteria For Funding

New Trier Township General Statement of Policy:

- **Each agency/program requesting funding from the Township will be referred to either the Agency Oversight Committee, the Mental Health Committee, or the Money Follows the Person Committee of the Township. Those committees will make funding and agency/program recommendations to the New Trier Township Board of Trustees. You will be notified of their final decisions sometime in the spring.**
- Agencies considered for funding should have been in existence for one year after receiving their not-for profit status from the State of Illinois and have been providing services to the community during that time.
- No agency with the ability to tax or conduct referendums will receive Township funding.

In order to be eligible for funding an agency must meet the following minimum requirements:

- **Area Served** - While an agency may serve areas other than New Trier Township, its programs must serve residents of New Trier Township.
- **Proportion of Township Residents Served**- For agencies serving more than New Trier Township, the amount of funding requested shall take into consideration the proportion of the agency's service rendered to residents of New Trier Township.
- **Non-Profit** - Funded agencies must be 501 (c) (3) not-for-profits.
- **Needs**- The need for the service must be demonstrated.
- **Standards** - An agency requesting funding must have at least one full-time paid staff person, or its equivalent; the credentials of the applicant's staff shall meet professional standards, commensurate with the responsibilities involved.
- **Employment Practices** - The agency must be an equal opportunity employer.
- **Articles of Incorporation** - Submit a copy, as amended, if changed in the last 12 months.
- **Bylaws** - Submit a copy, as amended, if changed in the last 12 months.
- **Use of Funds** - Funds must be used as specified in the grant application and as approved by the Township. Changes must be cleared with the Township.
- **Accessibility** - *All services must be available to clients with disabilities and the agency must be able to deliver services from a site that is ADA accessible. If not, please explain.*
- **Accountability** - The agency shall maintain communication with the assigned advisory

committee liaison, who must be allowed to attend board meetings upon request. The agency may dismiss the person from a board meeting if they convene into Executive Session. The agency shall provide meeting minutes to the liaison upon request

- **Financial** - *All agencies with budgets of greater than \$300,000 must have an annual audit performed by an independent CPA. Those agencies with a budget of \$300,000 or less must submit to the Township a copy of form AG990 that is sent to the Attorney General's Office. The Township reserves the right to request an audit be performed for agencies with budgets of \$300,000 or less.*
- **Absence of Conflicts of Interest** – The agency certifies, to the best of its knowledge, information, and belief, that it has no current relationship or involvement with any New Trier Township Trustee, Employee, or Committee Member which the Agency reasonably believes could either favorably or unfavorably influence the Township's possible grant of the Agency's funding request.

YES _____

NO _____ - **If no, please explain.**

The Mission of New Trier Township is to provide leadership, advocacy and resources to benefit the physical, mental, and social well-being of Township residents.

Guiding Principles of New Trier Township

The following principles guide the Board and Staff's action as we work together to fulfill our mission:

- The Township's primary role is to identify and address the needs of our community.
- Our efforts are to create new energetic ideas and programs while maintaining existing programs which are relevant and effective.
- Our intent is to primarily support, given due diligence and fiscal accountability, programs providing services to our neighbors; including youth programs; senior citizen supports; aid to persons with disabilities, food, shelter and financial and emotional emergency relief for people in need.
- We seek opportunities to meet community needs by providing assistance directly to individuals as well as indirectly, through third-party sources/providers.
- The Township will pursue coalition-building with other community entities and advocate on behalf of Township residents.
- We believe that people have the freedom to choose where they receive services and assistance, including those the Township provides and supports.

Financial Support Issues

1. The Township prefers to support organizations that have a demonstrated need for financial support and funding. While we do not intend to penalize those organizations that are highly

successful fundraisers, we do have to recognize need as a legitimate funding criteria. Therefore organizations that have a reserve level in excess of one year's budget will be a reduced priority for funding (excluding a true endowment). This will be ascertained by a review of the agency audit. Reserve levels are usually calculated by subtracting current liabilities from current assets and comparing it to the total agency budget. However, the Township may examine other financial criteria, including long-term debt, endowment, and other funds.

2. The Township does not fund capital or infrastructure projects such as land or building acquisition and development, or the creation or support of capital or reserve or endowment funds.
3. The Township does not support programs that are primarily arts/education, recreation or environmental related services, though they may be a component of a broader service designed to meet more basic human and social service needs consistent with our priorities listed above.
4. A Township funded program must serve all of New Trier Township, or be part of a group of similar agencies designed to serve the entire Township.
5. The Township prefers to support community-based agencies; meaning those that are located in our community or nearby and exist primarily to serve people in those communities. National and international organizations, even those located in New Trier Township, are not necessarily disqualified, but must demonstrate a substantial impact on our communities.
6. Agencies requesting funding from New Trier Township should serve a significant number of Township residents, or generate substantial costs in serving our residents.
7. Township funding is program specific, but there are no restrictions in how those funds are used within the program. They are meant to support and provide access to services for New Trier Township clients



Report to the Supervisor and the Board of Trustees

Jeanne Winsted Rosser, LCSW

APRIL 26, 2022

ANGEL FUND (AF):

For the period 3/1/2022 to 4/15/2022: \$117.96 in Angel Fund assistance requests were submitted to the Township Supervisor for approval and disbursement, representing 1 case assisting 5 persons. Of those Angel Fund disbursements, 100% were for children's clothing from the Winnetka Thrift Shop. Several Angel Fund applications are pending.

From March 1, 2021 through February 28, 2022: \$48,702.59 in Angel Fund assistance application requests were submitted to the Township Supervisor for approval and assistance disbursement, representing 13 cases assisting 37 persons. Of the total Angel Fund disbursements for FY2021-2022, 90% were for housing assistance, 5% for utilities, and 5% were for medical care.

CEDA (Community Economic Development Association):

On Monday, March 14th, this worker, social services intern, Julia Klumak, and Communications Director, Julie Koenigsberger, met with Lonjohnice Allen, the new CEDA North Region Manager. Ms. Allen is based in CEDA's Evanston, Illinois location, and she shared updates on CEDA's FSACE (Family Support and Community Engagement) programming. The plan is to have a CEDA representative onsite at the Township beginning in May, 2022, a service available to Township residents prior to the Pandemic.

CHRIST CHURCH BENEVOLENCE FUND:

A representative from the Christ Church Benevolence Committee interviewed this worker on April 18, 2022, as a follow-up to my Angel Fund grant proposal submitted to the Benevolence Committee on February 4, 2022. Angel Fund received a \$2,800 grant in 2021.

COMMUNITY SUPPORT GRANTS:

In FY2021-2022, 226 Community Support Grant awards were disbursed, in the amount of \$1,200 per eligible individual. The grant disbursement occurred prior to March 31, 2022.

In FY2020-2021, 235 eligible applicants each received Community Support Grants of \$1,200.

CHILDCARE SCHOLARSHIPS: SUMMER CAMP:

The New Trier Township Summer Camp Scholarship applications became available the week of January 31, 2022. The submission deadline is Friday, April 22, 2022. The plan is to make scholarship recommendations to the Township Supervisor prior to the May 10th Board meeting, after which camp administrators and families will be notified of the per-child scholarship award, and to disburse scholarship checks by May 31, 2022. All scholarship disbursements are made directly to camp programs.

EMERGENCY ASSISTANCE (EA):

For the period 3/1/2022 to 4/15/2022: \$8,686.83 in Emergency assistance requests were submitted to the Township Supervisor for approval and disbursement, representing 3 cases assisting 5 persons. Of those Emergency Assistance disbursements, 72% represented housing

assistance, and 28% represented help with utilities. Several Emergency Assistance applications are pending.

From March 1, 2021 through February 28, 2022: 52 cases representing 132 persons were submitted for approval and assistance disbursement to the Township Supervisor; these requests represent Emergency Assistance disbursements totaling \$156,336.62. Of those total Emergency Assistance disbursements, housing assistance accounted for 91%; utility assistance: 4%; medical assistance: 4%, and work-related expenses: 1%.

FOOD PANTRY:

The Township building reopened to the public on February 28, 2022. However, the Pantry has not opened for individual shopping appointments. Prepacked bags of staples, bags of produce from Grand Foods, a bag of paper products, and a bottle of laundry detergent (the latter while supplies are available) are provided to clients Monday through Friday between the hours of 10am and 4pm. Pantry donations are welcomed and are also accepted during those same days and times.

GENERAL ASSISTANCE:

For the period 3/1/2022 to 4/15/2022, there were 3 active General Assistance cases.

In FY2021-2022, there were a total of 7 General Assistance cases.

NOTE: Persons remain eligible for General Assistance until: (1) they are deemed eligible for SSI/SSDI benefits, (2) they secure full or part-time employment generating more than the maximum monthly benefit for an assistance unit of their size and demonstrated need, or (3) no longer reside in the Township.

HOARDING TASK FORCE:

A meeting for the New Trier/Northfield Township Hoarding Task Force is being planned for Tuesday, May 24th, at the Glencoe Village Hall. A local contractor, who has worked with Rebuilding Together, on several challenging cases involving hoarding disorder, has been asked to speak.

MEDICAL LEAVE:

This worker will be taking an approved medical leave from June 13th, 2022, through July 18, 2022, to recover from knee replacement surgery. Julia Klumak, who will receive her MSW from De Paul University on June 12, 2022, will be at the Township three days per week to provide continuity in providing Township social services. Julia has interned at the Township for the past two years, and she is very well versed with our Township assistance programs.

REBUILDING TOGETHER:

This worker, along with social services intern, Julia Klumak, and Communications Director, Julie Koenigsberger, attended the March 31, 2022, kick-off event for Rebuilding Together. It provided an opportunity to network with other social services providers and view a presentation on the services provided by Rebuilding Together to low-income seniors and families who cannot afford the cost of expensive home repairs.

Respectfully Submitted: Jeanne Winsted Rosser
Jeanne Winsted Rosser, LCSW, Social Services Administrator

4/19/2022
Date



Area: COMMUNICATIONS & SUPPORT SERVICES – 4/26/2022

The 173rd Annual Town Meeting, held at the Woman’s Club of Wilmette, was the focus of early April. FY 21-22 Fiscal Year Annual Report/Spring Courier was released the last week in March this year, allowing for the Annual Town Invitation to appear on it. Eliminating a stand-alone Annual Town Meeting mailer was a cost savings of \$1,000 in postage and delivery alone. Highlights over the last thirty days follow:

COMMUNICATIONS

- The Daily Herald picked up the joint press release with Oakton Community College about the new scholarship, year one. [Attached and online <https://www.dailyherald.com/submitted/20220324/new-trier-township-board-creates-new-scholarship-for-oakton-college-students>]

The Township **Instagram** account is now at 415 followers (+20.9%), encompassing a 283 account reach and including 10 posts. **Twitter** 6 posts, with 1, 765 impressions (+38.6%), and 1,339 followers (+5). Our “mentions” were down from last month. **Facebook** engagement remains consistently read with no change in subscribers.

- Enews Dispatch contributions from agency partners has increased and their additions are visible in both the calendar and posting section. See the current issue on the home page of our website.

COMMUNITY ENGAGEMENT

- Had preliminary discussion with North Suburban Legal Aid Clinic to offer a Healthcare Power of Attorney two-part service for students heading to college at the township late spring/early summer.
- Connected with the Kenilworth-Wilmette Chamber of Commerce to participate in the Memorial Day 2022 Unity Parade.
- Working with the Saints Joseph/Francis Xavier Parish on having an information booth and publicizing their pre-parade Memorial Day 5k Run/Walk. Proceeds will go to New Trier Food Pantry.
- Collaborating with Regina Dominican High School who is hosting our May 7th Spring Paper Shredding Event (8:30AM – 10:30 AM).
- Still in early stages of planning for the October 22 Fall Wellness Fair; Board member ideas or contacts are most welcome for our first effort in this area.

SUPPORT SERVICES

- Responding to FOIA Request 22-002 with Clerk Capretta.
- Worked with the Assessor’s Office to provide information on web and via e-blasts
- Attended and photographed the NTHS Bernie Lifson “Hearts to Compassion” Award Ceremony where Jeanne Winsted Rosser was recipient. [800% bump on Facebook for that post]
- Publicized the Public Notice *Budget Hearing of the Town Fund and Annual Assistance Fund*. See our website home page and on the Clerk’s Page for online. The posted notice is in this month’s Board Packet.

Submitted by: Julie Koenigsberger

Daily Herald

Suburban Chicago's Information Source

New Trier Township Board creates new scholarship for Oakton College Students



Pictured (L-R): Gail Eisenberg, New Trier Township Supervisor; and Katherine Sawyer, Oakton Community College chief advancement officer and Educational Foundation executive director.

Oakton Community College Updated 3/25/2022 9:15 AM

Oakton Community College students will get a boost toward reaching their educational goals thanks to a recently approved \$20,000 gift from the New Trier Township Board of Trustees to the Oakton Educational Foundation.

The funds will be available for award in the 2022-2023 academic year to students who live in New Trier Township, have a 2.75 GPA or higher, and need financial resources to attend college. Currently, New Trier Township students comprise about 10.9 percent of Oakton's student body.

"Oakton is tremendously grateful to Supervisor Eisenberg and her colleagues at the New Trier Township Board of Trustees for approving a gift that will change the lives of residents in their community by removing financial barriers, and enabling students to reach their educational goals at Oakton," said Katherine Sawyer, Oakton's chief advancement officer and Educational Foundation executive director.

"The community college system was developed in this country in recognition of the importance higher education can have on economic mobility and the barriers to entry to traditional four-year institutions. Research has demonstrated that community colleges provide a significant earnings increase to those who would otherwise not have attended college, said New Trier Township Supervisor Gail Eisenberg. "The Board hopes to offer a transformative experience by launching this scholarship and anticipates renewing it again next year."

To complete a scholarship application, students must have already applied to Oakton Community College and been accepted for admission. Registration for the summer 2022 term is now open, and fall 2022 registration opens for new students April 7. Visit www.oakton.edu/register (<http://www.oakton.edu/register>) to get started.

At Oakton, current-use scholarships can be created through a one-time contribution, or with a multi-year pledge to support the scholarship with an annual gift. Scholarship sponsors determine the name of the award, along with awarding criteria. During the fall semester, the Oakton Educational Foundation hosts an annual Donor Recognition Banquet where donors and scholarship recipients have an opportunity to meet.

New Trier Township's mission is to provide leadership, advocacy, and resources to benefit the physical, mental, and social well-being of Township residents. Established in 1850, New Trier Township government serves more than 60,000 residents in the

villages of Glencoe, Kenilworth, Wilmette and Winnetka, plus portions of Glenview and Northfield east of Harms Road and Northfield Road. The Township office is located at 739 Elm Street in Winnetka and online at www.newtriertownship.com.

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