



TOWNSHIP BOARD OF TRUSTEES MEETING MINUTES SEPTEMBER 12, 2023

Alan J. Goldberg Conference and Community Room
Township of New Trier, County of Cook, State of Illinois

PRESENT: Gail Schnitzer Eisenberg, *Supervisor*
Jerome Hoynes, *Clerk*
Katherine Casale MacNally, *Trustee*
Stefan Mozer, *Trustee*
Danielle Zinn Ruben, *Trustee*
Jan Churchwell, *Assessor (via Zoom)*
Lorrecia Hopkins, *Township Administrator & Deputy Clerk*

ABSENT: Elliott Robbins, *Trustee*

ALSO PRESENT: Mary Lawlor, *League of Women Voters*
James Howard, *Governmental Accounting, Inc. (via Zoom)*
Kevin Smith, *Auditor, Eder, Casella, and Co. (via Zoom)*

CALL TO ORDER / ROLL CALL

Following a roll call of attendees, Township Clerk Jerome Hoynes announced that a quorum for conducting official business had been established. Supervisor Gail Schnitzer Eisenberg called the Meeting to order at 7:33 p.m. and then led the reciting of the *Pledge of Allegiance to the Flag of the United States of America*.

SUPERVISOR'S REPORT

Supervisor Eisenberg presented the following announcements and activities:

- Update on Little Food Pantry Project; the Winnetka Branch of the Winnetka-Northfield Public Library has decided to participate in the pilot program and will utilize the vestibule for the food pantry donation collection.
- Wished the Child Advocacy Center (CAC) a Happy 34th Anniversary!
- Joined the Mayor's Alliance to End Child Hunger; the group advocates for those who are suffering from food insecurity.
- Participated in the Rock the Ride event; they provide resources concerning gun violence.
- Encouraged Board members to participate in the Metropolitan Townships Association (MTA) upcoming Symposium.
- Discussed our involvement in the meetings of local mental health stakeholders.

APPROVAL OF TOWNSHIP BOARD OF TRUSTEES MEETING MINUTES

Clerk Hoynes presented a draft copy of the Meeting Minutes for Board approval. Trustee Ruben moved and Trustee Casele MacNally seconded, approval for the **August 8, 2023 Township Board of Trustees Meeting**; motion passed by unanimous vote.

CLERK'S REPORT

Clerk Hoynes was pleased to report that he is now serving as the Secretary for the Township Officials of Cook County (TOCC).

FINANCIAL REPORT

James Howard of *Governmental Accounting, Inc.* provided a detailed financial report reviewing the township accounts, highlighting revenues, expenditures and investment rates which have increased for our BMO and other accounts due to our managed financial approach. Discussion ensued about the financial report.

VERIFICATION OF CLAIMS

Trustee Mozer moved, and Trustee Casele MacNally seconded a motion for verification of claims dated from August 1st through August 31st; passed by roll call vote:

4 Aye 0 Nay 0 Abstain

AUDIT REPORT

Kevin Smith, Auditor of Eder, Casella and Co. reviewed the audit process saying that it went smoothly this year. The management letter suggests that 1) bank reconciliations ought to be done in a timelier manner, 2) the issue of benefit payments for the Assessors Office needs to be in line with the rest of the staff, and 3) the creation of a new Employee Identification Number (EIN) for the Assessor's Office could cause issues. He stressed that we all need to be on the same page moving forward for future audits.

Auditor Smith continued to state that the Township received a "clean and unmodified opinion" in the Audit Report--- the best kind of opinion you can get. He again provided a detailed review of the financial statements for the Town Fund and the General Assistance Fund as well as IMRF pension fund liabilities. Discussion ensued.

INVESTMENT REPORT

Investment Report will be reviewed at the October Board of Trustees meeting.

ASSESSOR'S REPORT

Assessor Churchwell discussed several activities that her office is dealing with including the tax appeals decisions issued by the Cook County Assessor's Office. Trustees questioned Assessor Churchwell about the creation of the new Employee Identification Number (EIN) for her Office; vigorous discussion ensued. She will look into these questions and concerns for the next meeting.

PUBLIC COMMENTS

No public comments were given during the meeting.

ACKNOWLEDGEMENT OF STAFF REPORTS

- A. Township Administrator- Lorrecia Hopkins
- B. Community Services Administrator- Brian Leverenz
- C. General Assistance Administrator- Jeanne Rosser
- D. Outreach and Communications Director- Julie Koenigsberger
- E. Community Partnerships Coordinator- Steven Anderson

Supervisor Eisenberg mentioned several exciting events coming up; please consult our township website www.newtriertownship.com.

CONTINUING BUSINESS

No continuing business items were discussed.

NEW BUSINESS

We will review changes to the Township Personnel Policy Manual at next month's meeting. Administrator Hopkins is investigating the purchase of a new OWL for the Board Room to improve the video/audio recording of our Board meetings.

MOTION TO ADJOURN

Trustee Casale MacNally moved and Trustee Ruben seconded adjournment; motion passed by unanimous voice vote. Supervisor Eisenberg adjourned the meeting at 8:42 p.m.

Respectfully submitted,

Jerome Hoynes, Clerk