

BREMEN TOWNSHIP TRUSTEES OF SCHOOLS REGULAR QUARTERLY MEETING

A Regular Quarterly Meeting of the Bremen Township Trustees of Schools, Township 36 North, Range 13 East, Cook County, Illinois held at the Office of the Trustees of Schools – 6109 West 175th Street, Tinley Park Illinois

MINUTES OF OCTOBER 24, 2011

1. Call Meeting to Order: 7:00 p.m. by Mr. Bertrand, President

2. Pledge of Allegiance

3. Roll Call

Joseph G. Bertrand, Jr.	President / Member
Michael T. Duggan	Member
Julienne W. Mallory	Secretary / Member
Joseph J. McDonnell	Treasurer / Ex Officio Clerk

All Officers and Members present.

4. Approval of Minutes

- July 11, 2011 – Motion to approve minutes by Ms. Mallory – seconded by Mr. Bertrand

Discussion: Corrections - p. 7 motion to amend attorney's fee for \$100,000 was never seconded by Mr. Duggan.

Motion carried – Mr. Duggan – “No.” Mr. Bertrand and Ms. Mallory – “Ayes”

- Motion to accept July 11, 2011 with corrections by Ms. Mallory – Seconded by Mr. Duggan
 - Motion carried – all “Ayes”.
- Motion to approve July 11, 2011 with corrections by Mr. Duggan – Seconded by Ms. Mallory
 - Motion carried – all “Ayes”.
- August 17, 2011 – Motion to approve minutes by Ms. Mallory – seconded by Mr. Bertrand
 - Motion carried – all “Ayes”.
- August 17, 2011 Executive Session – Confidential – Motion to table minutes until after Executive Session by Ms. Mallory - seconded by Mr. Duggan
 - Motion carried – all “Ayes”.

- **September 19, 2011 – Motion to approve minutes by Mr. Duggan – seconded by Ms. Mallory**
 - **Motion carried – all “Ayes”.**

- **September 19, 2011 Executive Session – Confidential – Motion to table minutes until after Executive Session by Ms. Mallory - seconded by Mr. Bertrand**
 - **Motion carried – all “Ayes”.**

5. Executive Session

Motion to go into Executive Session for discussion and/or consideration of personnel, exempt under Section 2(c) (6) of the Open Meetings Act, 5 ILCS 120/2(c) (6) and pending litigation and/or actions that is probable or imminent, exempt under Section 2(c) (11) of the Open Meetings Act, 5 ILCS 120/2(C) (11) was made by Ms. Mallory – seconded by Mr. Bertrand

Motion carried – all “Ayes”. Time: 7:10 p.m.

Called back into Open Session: 7:50 p.m. by Mr. Bertrand – Motion made by Ms. Mallory – seconded by Mr. Duggan

Roll Call

Joseph G. Bertrand, Jr.	President / Member
Michael T. Duggan	Member
Julienne W. Mallory	Secretary / Member

Motion carried – all “Ayes”. Time: 7:50 p.m.

4. Approval of Minutes

- **August 17, 2011 Executive Session – Confidential – Motion to reconsider minutes by Mr. Duggan – seconded by Ms. Mallory**
 - **Motion carried – all “Ayes”.**

- **August 17, 2011 Executive Session – Confidential – Motion to approve minutes by Mr. Duggan – seconded by Ms. Mallory**
 - **Motion carried – all “Ayes”.**

- **September 19, 2011 Executive Session – Confidential – Motion to reconsider minutes by Mr. Duggan – seconded by Ms. Mallory**
 - **Motion carried – all “Ayes”.**

- **September 19, 2011 Executive Session – Confidential – Motion to approve minutes by Mr. Duggan – seconded by Mr. Bertrand**
 - **Motion carried – all “Ayes”.**

6. **Approval of attorney fees, incurred by former trustees Mr. Dennis G. McGlynn and Mr. Ronald W. Szabo, from Hogan Marren, Ltd., in the total sum of \$22,033.11, as billed on invoices dated September 14, 2011 for Mr. Dennis G. McGlynn (\$11,016.55) and for Mr. Ronald Szabo (\$11,016.56), based on their right to indemnification as former Trustees**

- **Motion to table Approval of attorney fees, incurred by former trustees Mr. Dennis G. McGlynn and Mr. Ronald W. Szabo, from Hogan Marren, Ltd., in the total sum of \$22,033.11, as billed on invoices dated September 14, 2011 for Mr. Dennis G. McGlynn (\$11,016.55) and for Mr. Ronald Szabo (\$11,016.56), based on their right to indemnification as former Trustees by Mr. Duggan – seconded by Ms. Mallory**
 - **Motion carried – all “Ayes”.**

7. **Treasurer’s Report**

- **As of August 31 2011 Bank Cash Balances (\$111.6 million), cash balances by investment type / along with investment details by type of investment and a detailed listing of all investments in the portfolio, normal monthly graphs that show cash balances over the current and past three fiscal years, as well as cumulative interest earnings, monthly average yields, etc. The “pulled funds” (black line in graph) is still out-performing the other entities we track. The Statement of Expenditures through August 31, 2011 is also included for review.**
- **Motion to accept the Treasurer’s reports as presented was made by Ms. Mallory – seconded by Mr. Duggan**
 - **Motion carried – all “Ayes”.**
- **District Communication**
 - **Computer system/Software conversion (re: payroll, accounts payable, etc.) training for business managers will start in November, the week after Thanksgiving. All districts’ representatives will be in training for 4 days (Monday through Thursday) from 8:00 a.m. until 3:00 p.m. or 4:00 p.m., depending on the district. There will be a working lunch. Training will take place in District 145 in two training rooms. There will be a lot of work on the front end. This is not a train the trainer. The Department Heads will be trained on purchase orders, and the teachers’ side employment info how to log in and obtain their own info. Not very detailed.**
- **Other Items:**
 - **Effective Jan 1, 2012: Amendment to the Open Meetings Act, the posting of IMRF employees’ total compensation packets which includes salary, health insurance, housing and vehicle allowances, travel, clothing allowances, bonuses, loans, vacation / sick days granted comes into effect. The meaning of this law has arisen some questions as to the determination of the spirit of the law, what does this mean to**

current employees vs. newly hired, etc. Mr. Bertrand will inquire to IMRF the interpretation of this law and report out at next meeting.

- Illinois School Board Trustees Annual Meeting is on December 14, 2011, at the cost of \$75.00 per person. Mr. McDonnell is the point person to contact if Trustee will be in attendance.
- Preparation of Minutes: Mr. McDonnell took the liberty to contact other school districts along with Bremen School Districts to determine the answer to three questions: Who prepares the minutes, who signs, the minutes, and is anyone allowed to review and make changes prior to regular meeting. Transcribing of the recording is where there have been discrepancies on accuracy. According to Mr. McDonnell, this office does not have any staff member who is qualified to fulfill this duty, nor do all members agree to hire a professional transcriber. Every local school board or government entity has a variety of ways of recording minutes. It is determined that Bremen Township Trustee of School District 228 will do the following procedure: the secretary will be in charge of summarizing the minutes; send to Treasurer to be included in Board Meetings' Packet; and after approval, Treasurer will put on parchment paper and prepare for signatures. The recording of the minutes will be the official record for discrepancies.

8. Old Business

- Performance Evaluation Policy: Mr. Duggan thanks Bremen Township District Superintendents and Business Managers on their input on the Treasurer's performance. A suggested format for Treasurer's Office personnel was given to Mr. McDonnell by District 228 whose personnel duties and functions are similar. Recommendations were given for some changes - a more performance base measurement such as strengths, weakness, corrective measures, and treasurer's comments be added. Otherwise the form is acceptable as an on-going process. Form to be submitted at next meeting for approval.
- Annual Budget Policy: Mr. Bertrand and Mr. McDonnell are to meet to determine policy for review at next meeting. Superintendent Kendall inquired if Mr. McDonnell's Contract will be renewed? No answer is available at this time. There is some controversy on the termination date. Contract was to expire on June 30, 2011. It reads, "Failure to notify the Treasurer in writing, on or before the first day of October of each year of this contract, of the Trustees intent not to extend this contract, will automatically result in a one-year extension of this contract at a salary and benefit level not less than the final year of the then current contract." Mr. McDonnell states that contract is good until June 30, 2013. It is a 2 year roll-over versus the extension of one year. This needs to be interpreted. This is to be discussed in executive session since it is a personnel issue.

9. New Business: None

10. Recognition of Public:

Motion to open the floor to recognition to the public was made by Ms. Mallory – seconded by Mr. Bertrand.

- Motion carried – all “Ayes”.
- Barbara Pascanelli, Woman League of Voters: \$11,016.55 for the two Board members, where would that money come from? What’s it for? Who’s it from? Question was asked before the item 6 was tabled. Answer to the questions, this item regards litigation of former Board members represented by Hogan Marrin Law Firm. This was done while they were board members, “isn’t that a fact” is questionable. This item needs to be investigated before proceeding further.
- Why were you reconsidering the executive session minutes? They said you were changing the minutes. The printed Executive Session minutes were tabled and reviewed in close session, reconsidered and passed in open session due to personnel issues and confidentiality. No one was changing the minutes. The Executive minutes’ are confidential and the tape recording and the printed document have been sealed with no changes made. Any copies of the document will be shredded after the meeting.

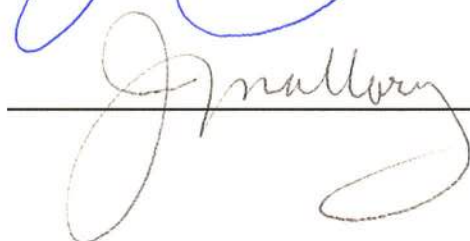
Motion to close the floor to communications from the public was made by Mr. Duggan – seconded by Mr. Bertrand

Motion carried – all “Ayes”.

There being no further business before the board, a motion to adjourn was made by Mr. Duggan– seconded by Mr. Bertrand

Adjournment: 8:35 p.m.


_____, Joseph G. Bertrand, Jr., President


_____, Julienne Mallory, Secretary

Dated: January 9, 2012