

**BREMEN TOWNSHIP TRUSTEES OF SCHOOLS**  
**REGULAR QUARTERLY MEETING**

**July 1, 2013**

**7:02 P.M.**

A Regular Quarterly Meeting of the Trustees of Schools, Township 36 North, Range 13 East, Cook County, Illinois was held at 7:02 p.m. on July 1, 2013 at Tinley Park High School, Room 109, 6111 West 175th Street, Tinley Park, Illinois.

**1. Call Meeting to Order**

Ms. Stearns called the meeting to order at 7:02 p.m.

**2. Pledge of Allegiance**

Ms. Stearns asked everyone to stand for the Pledge of Allegiance.

**3. Roll Call**

On roll call the following Officers and Members responded present:

Deborah A. Stearns	President and Member
J. Kay Giles	Vice President and Member
Kathy Novak	Secretary and Member
Michael Duggan	Member
Joanne Keilman	Member
Tina M. Moslander	Member
Joseph J. McDonnell	Treasurer and Ex-Officio Clerk

Absent: Ms. Dionne Freeman-Cooper, Mr. Jason Hedke, Ms. Julienne W. Mallory

Also in attendance was Mr. John Murphey, Board attorney.

**4. Approval of Minutes**

Ms. Keilman made a motion to approve the minutes of April 1, 2013 – Regular Quarterly Meeting, seconded by Ms. Moslander. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Keilman, Moslander

NAYES: None

ABSENT: Freeman-Cooper, Hedke, Mallory

Motion carried 6-0

**5. Recognition of Public**

Ms. Stearns asked if there were any members of the public that would like to address the Board. After receiving no response, Ms. Stearns proceeded with the agenda.

**6. Executive Session: Discussion and/or consideration of appointment and compensation of specific employees, exempt under Section 2(c)(11) of the Open Meetings Act, 5 ILCS 120/2(c)(1) and discussion and/or consideration of pending or probable litigation against, affecting or on behalf of the public body, exempt under Section 2(c)(11) of the Open Meeting Act, 5 ILCS 120/2(c)(11)**

Ms. Giles made a motion to go into Executive Session, seconded by Ms. Keilman. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Keilman, Moslander

NAYES: None

ABSENT: Freeman-Cooper, Hedke, Mallory

Motion carried 6-0

The Board of Trustees went into Executive Session at 7:05 p.m.

Ms. Stearns called the Board of Trustees back into Open Session at 7:33 p.m. Ms. Giles made a motion to go back into Open Session, seconded by Ms. Keilman. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

ABSENT: Hedke, Mallory

Motion carried 7-0

**7. Approval of Treasurer's General Surety Bond #0021611 in the Amount of \$11,000,000 for Fiscal Year 2013/2014**

Mr. McDonnell mentioned that the dollar amount of the surety bond was approved at the previous Board meeting and that he has since then received the actual surety bond at a premium cost of \$6,600. Mr. Duggan made a motion to approve the Treasurer's General Surety Bond #0021611 in the amount of \$11,000,000 for fiscal year 2013/2014, seconded by Ms. Giles. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

ABSENT: Hedke, Mallory

Motion carried 7-0

## **8. Treasurer's Report**

Mr. McDonnell presented to the Board for approval the monthly bank cash balances, investment details by type of investment and a detailed listing of all investments in the portfolio for the periods ending July 31, 2012 thru March 31, 2013. Mr. McDonnell also presented to the Board for approval the Treasurers' Office Statement of Expenditures for the periods ending March 31, 2013 thru June 30, 2013 (preliminary). Mr. McDonnell mentioned that, although we are continuing to develop our reconciliation process as a result of the new financial system conversion, we have been able to provide reconciled bank cash balances thru March 31, 2013.

Mr. McDonnell explained the various cash balance levels over the past months presented, noting the increases in cash balances due to property tax receipts. Mr. McDonnell also mentioned that, for the fiscal year ending June 30, 2013 (preliminary), the cost of operating the Treasurer's Office was below budget by almost \$75,000. This was primarily due to lower than budgeted legal fees and auditor fees. Mr. McDonnell also mentioned that there was an increase in employee training due to requests by the School Districts to provide a special training session on various modules on the new financial system. Mr. McDonnell stated that the training sessions were very well received and he would like to provide one or two training sessions in the upcoming year. Mr. McDonnell answered several questions regarding various expenditure line items.

Under District communications, Mr. McDonnell stated that there was a letter sent to all School Districts serviced by this office regarding the Allocation of Interest Earnings for July 1, 2012 thru December 31, 2012.

Under other items, Mr. McDonnell reminded the Board members that they should have filed their Statement of Economic Interest forms and that the School Board Member Training requirements are only for School Board Members.

Mr. Duggan made a motion to accept the Treasurer's reports as presented, seconded by Ms. Novak. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

ABSENT: Hedke, Mallory

Motion carried 7-0

## **9. Resolution Designating Depositories**

Mr. McDonnell presented to the Board for approval the Resolution Designating Depositories. Mr. McDonnell explained that this listing of approved bank depositories has not been revised for a few years. There have been changes in bank names and some banks that are

no longer used for investing purposes. Mr. McDonnell also wanted to inform the Board of the existence of this document that provides a listing of Board approved bank depositories. Mr. Duggan made a motion to approve the Resolution Designating Depositories, seconded by Ms. Giles. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

ABSENT: Hedke, Mallory

Motion carried 7-0

**10. Resolution to Include Compensation Paid Under an Internal Revenue Code Section 125 Plan as IMRF Earnings**

Mr. McDonnell presented for approval a resolution to include compensation paid under an Internal Revenue Code Section 125 Plan as IMRF earnings. Mr. McDonnell explained that most of the School Districts have passed similar resolutions to allow pre-tax Section 125 Plan payroll deductions to be included in IMRF creditable earnings.

Ms. Novak made a motion to approve the resolution to include compensation paid under an Internal Revenue Code Section 125 Plan as IMRF earnings, seconded by Ms. Giles. Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

ABSENT: Hedke, Mallory

Motion carried 7-0

**11. Approval of Employment Contract with Joseph J. McDonnell to Act as Bremen Township School Treasurer for the Upcoming Two Year Period Beginning July 1, 2013 and Ending June 30, 2015**

Ms. Giles made a motion to approve the employment contract with Joseph J. McDonnell to act as Bremen Township School Treasurer for the upcoming two year period beginning July 1, 2013 and ending June 30, 2015, seconded by Ms. Keilman. Ms. Stearns stated that, on behalf of Bremen Community High School District 228, Mr. McDonnell has done a wonderful job and that she apologized that the contract negotiation process has taken so long. Other favorable comments were also made by several other Board members. Mr. McDonnell thanked the Board and appreciates the opportunity to continue as School Treasurer.

Members voted as follows:

AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

ABSENT: Hedke, Mallory

Motion carried 7-0

## **12. Old Business**

**Approval of invoices in the total amount of \$22,033.11 for services rendered by the law firm of Hogan Marren, Ltd. for the defense of former Trustees Dennis G. McGlynn and Ronald W. Szabo in the lawsuit filed by Joseph G. Bertrand, Jr. against the Bremen Township Trustees of Schools**

**Approval of an invoice in the total amount of \$1,204.80 for services rendered by the law firm of Hinshaw & Culbertson LLP for the defense of Treasurer Joseph J. McDonnell in the lawsuit filed by Joseph G. Bertrand, Jr. against the Bremen Township Trustees of Schools**

Ms. Stearns mentioned that these items will be deferred until further notification by Mr. John Murphey, Board attorney, pending Board directive discussed during Executive Session earlier this evening.

## **13. Discussion of Memorandum from Board Attorney Regarding the Consolidated Elections and Organization of Bremen Township Trustees of Schools**

Mr. McDonnell mentioned that he contacted Mr. Murphey regarding whether the Board of Trustees are required to reorganize after a Consolidated Election. Mr. Murphey explained his memo regarding Board organization matters. Mr. Murphey stated that the Trustees are no longer elected to this position, but appointed to serve by their respective School Board. Therefore, the only impact that a Consolidated Election may have on this Board, is that a School District Board may choose to appoint a different representative to the Board of Trustees. It is the total discretion of each School District to designate who that School District's representative to the Board of Trustees will be, and how long that representative will serve.

However, regarding the organization of the Board of Trustees, legislation requires the appointment of a President to serve for a two-year term. When this current Board initially convened and organized in January 2012, it selected a President, Vice-President and Secretary. Mr. Murphey stated that the legislation does not specifically reference the positions of Vice-President or Secretary, but he believes that, as a matter of policy and governance, it is acceptable for the Board to designate these positions. As a practical matter, the Vice-President would carry out the role of President pro-tempore, which is referred to in the legislation. Mr. Murphey mentioned that he will put together a draft of a Board policy regarding officers and terms of office, and have it available for the next meeting.

There was no new business presented to the Board.

## **14. Adjournment**

There being no further business before the Board, a motion to adjourn was made by Ms. Novak, seconded by Ms. Giles. Members voted as follows:

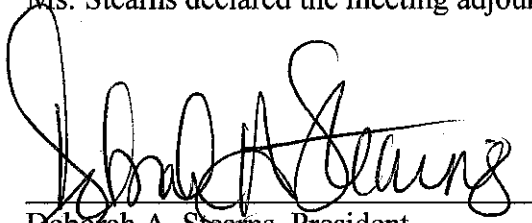
AYES: Stearns, Giles, Novak, Duggan, Freeman-Cooper, Keilman, Moslander

NAYES: None

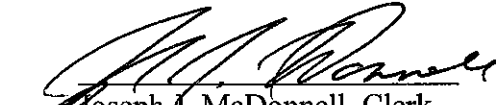
ABSENT: Hedke, Mallory

Motion carried 7-0

Ms. Stearns declared the meeting adjourned at 8:03 p.m.



Deborah A. Stearns, President



Joseph J. McDonnell, Clerk