

TRUSTEES
MARTIN F. LAREAU
MARK A. MYERS
RILEY H. ROGERS



SERVING EDUCATION SINCE 1819
TRUSTEES OF SCHOOL

TREASURER
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THORNTON TOWNSHIP 36 RANGE 14
16106 SOUTH PARK AVENUE
SOUTH HOLLAND, ILLINOIS 60473

April 30, 2019

TO: Trustees of Schools, Thornton Twp36, Rge14
RE: Notice of Adjourned Regular Quarterly Meeting

This is notification of an Adjourned Regular Quarterly Meeting of the Trustees of Schools, Thornton Twp 36, Range 14 to be held on TUESDAY, MAY 7, 2019 at 4:30 p.m. in the office of the School Treasurer, 16106 South Park Avenue, South Holland, Il 60473.

Please find your Board packet attached.

Eugene C. Varnado, Clerk

Encl:
ECV/ta

AGENDA
ADJOURNED REGULAR QUARTERLY MEETING
TRUSTEES OF SCHOOLS, THORNTON TWP36, RGE14
MAY 7, 2019 - 4:30 p.m.

1. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:
JANUARY 15, 2019, (JANUARY 15, 2019 "CLOSED SESSION")
AND APRIL 1, 2019
2. CITIZENS COMMENTS
3. APPROVAL OF EXPENDITURES FOR THE PERIOD JANUARY 1,
2019 THRU MARCH 31, 2019 IN THE AMOUNT OF \$324,160.95
4. CORRESPONDENCE
5. STATEMENTS TO TRUSTEES (BOOKS, ACCOUNTS & VOUCHERS)
6. RESOLUTION AUTHORIZING THE PROCLAMATION OF RESULTS
FROM THE OFFICIAL CANVASS OF VOTES CAST IN THE
APRIL 2, 2019 ELECTION
7. APPROVAL OF DEPOSITORIES
8. BONDS - NONE
9. BUDGET - FISCAL 2019/20
10. SALARIES - OFFICE STAFF
11. TREASURER'S REPORT
 1. STATEMENTS OF ECONOMIC INTEREST-ALL FILED
 2. TREASURER'S CONTRACT/CHIEF FINL OFFICER'S
CONTRACT
12. ATTORNEY'S REPORT
13. PETITION TO CHANGE BOUNDARIES
14. CLOSED SESSION - DISCUSS HIRING, DISCIPLINE,
PERFORMANCE, COMPENSATION, DISMISSAL OR EMPLOYMENT OF
EMPLOYEES; MATTERS OF PENDING, PROBABLE OR IMMINENT
LITIGATION
15. ADJOURNMENT

MINUTES OF REGULAR QUARTERLY MEETING
TRUSTEES OF SCHOOLS, THORNTON TWP36, RGE14
APRIL 1, 2019

The Regular Quarterly Meeting of the Trustees of Schools of Thornton Township 36 North, Range 14 East convened at 10:00 a.m. on Monday, April 1, 2019. The meeting was rescheduled for Tuesday, May 7, 2019 at 4:30 p.m.



Clerk



President

ADJOURNED REGULAR QUARTERLY MEETING
TRUSTEES OF SCHOOLS, THORNTON TWP36, RGE14
MAY 7, 2019

The Adjourned Regular Quarterly Meeting of the Trustees of Schools of Thornton Township 36 North, Range 14 East, convened on Tuesday, May 7, 2019 at 4:34 p.m. In attendance were Trustees Mark Myers and Riley Rogers. Also in attendance were Eugene Varnado, Clerk and Dan Cannon, Attorney. Martin Lareau, President was absent. Mr. Rogers was appointed, President ProTem.

The first agenda item was the approval of the minutes of the previous meetings:

A motion to approve the minutes of the Adjourned Regular Quarterly Meeting of January 15, 2019 was made by Mr. Myers with a second by Mr. Rogers. On roll call the members voted as follow:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried

A motion to approve the minutes of a Regular Quarterly Meeting of April 1, 2019 was made by Mr. Myers with a second by Mr. Rogers. On roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried

The President asked if anyone in the audience would like to address the Board. There was no response.

Next, the Treasurer's expenditures for the period of January 1, 2019 through March 31, 2019 were presented for approval by the Board:

GENERAL OFFICE:

Salaries:

Eugene C. Varnado	\$ 55,434.61
General Office	61,021.68
PT/OT Salary-Genl Office	8,943.46

Employee Benefits:

I.M.R.F.	10,239.00
FICA	7,560.48
Medicare	1,768.20
Health & Life Insurance	112.63
Annuity	-0-

Purchased Services:

Office Expense	6,492.15
Education	-0-
Audit	7,500.00
Legal	4,918.25
Trustees	2,072.18
General Maintenance	2,793.78
Equipment Maintenance	515.00
Rent	34,379.41

Travel	161.59
Telephone	907.77
Surety Bond	-0-
Trustees Liability	94.00
Property Insurance	266.25
Workmans Compensation	265.75
Unemployment Compensation	36.73
General Liability Insurance	(94.00)
Programming	84,854.13
Supplies & Equipment:	
Office Supplies	5,024.24
Computer Supplies	-0-
Utilities	2,096.84
Equipment	-0-
Other:	
Contingency	-0-
Dues & Fees	649.00
Interest	-0-
Non-Treasurer Expenses	-0-
Other Community Service	350.00

THORNTON TOTAL EXPENDITURES \$298,363.13

CALUMET TOWNSHIP SERVICES:

Eugene C. Varnado, Treasurer	13,767.04
Salaries	8,477.70
I.M.R.F.	1,897.45
FICA	1,326.02
Medicare	310.08
Health & Life Insurance	19.53

CALUMET EXPENDITURES \$ 25,797.82

TOTAL EXPENDITURES \$324,160.95

A motion to approve the expenditures of the Treasurer's Office for the period of January 1, 2019 through March 31, 2019 was made by Mr. Myers with a second by Mr. Rogers. On roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried

The Trustees were presented all informative correspondence received since the last Board meeting for their review and/or disposition.

The Combined Statement of Revenue & Expenses and Statement of Position for the Schools of Thornton Township and E.C.H.O. were submitted to the Trustees for their examination. In addition, the books, accounts and vouchers of the Treasurer's Office were available for their review.

A Resolution adopting the Cook County Clerk's

Proclamation/Certification of the Results of the April 2, 2019 Election and Declaring the Election of Martin Lareau a Board Trustee was presented for approval (attached hereto and made a part hereof). A motion was made by Mr. Myers to approve the resolution declaring Martin Lareau as winner of the Trustee position for a full six (6) year term for a period of 2019 through 2025 in the April 2, 2019 Consolidated Election. Mr. Rogers seconded the motion and on roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
 Nay: None Carried

The next item of business was to approve the resolution of certain banks as depositories:

Bank of America
 Bank of New York Mellon
 First Midwest Bank
 Harris Bank
 IIIT - II Institutional Investors Trust
 PMA Public Funds (ISDLAF+) Harris Bank
 Fifth Third Bank/MB Financial Bank
 The II Funds-US Bank

After checking the statements, the resolution attached hereto and made a part hereof, was presented for approval. A motion to approve the resolution listing the approved depositories for the School Treasurer was made by Mr. Myers with a second by Mr. Rogers. On roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
 Nay: None Carried

The Clerk presented the Fiscal 2019/20 Budget for approval by the Board of Trustees:

GENERAL OFFICE:

Salaries:
 Eugene C. Varnado, Treasurer \$ 165,475.00
 Chief Financial Officer 80,000.00
 Genl Office 258,790.00
 PT/OT Salary-Genl Office 50,000.00

EMPLOYEE BENEFITS:

I.M.R.F. 59,230.00
 FICA 26,305.00
 Medicare 6,200.00
 Health&Life Insurance 88,400.00
 Annuity 6,000.00

PURCHASED SERVICES:

Office Expenses 18,000.00
 Education 3,000.00
 Audit 61,000.00

Legal	32,000.00
Trustees	7,500.00
General Maintenance	14,000.00
Equipment Maintenance	7,500.00
Rent	100,000.00
Travel	500.00
Telephone	5,000.00
Surety Bond	23,000.00
Professional Liability	6,600.00
Property Insurance	1,500.00
Workmans Compensation	1,500.00
Unemployment Compensation	1,000.00
Genl Liability Insurance	500.00
Programming(IV Portion 162,000)	185,000.00

SUPPLIES & EQUIPMENT:

Office Supplies	25,000.00
Computer Supplies	2,500.00
Utilities	6,500.00
Equipment	7,500.00

OTHER:

Contingency	1,000.00
Non-Treasurer Expenses	5,000.00
Other Community Services	750.00

TOTAL THORNTON TREASURER'S OFFICE	\$1,256,250.00
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CALUMET TOWNSHIP SERVICES:

Eugene C. Varnado, Treasurer	39,200.00
Chief Financial Officer	20,000.00
Salaries	35,300.00
I.M.R.F.	10,400.00
FICA	4,620.00
Medicare	1,100.00
Health&Life Insurance	16,600.00

TOTAL CALUMET TREASURER'S OFFICE	\$ 127,220.00
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TOTAL BUDGETED EXPENDITURES	\$1,383,470.00
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Mr. Varnado reviewed the proposed budget with the Trustees. After some discussion, Mr. Myers moved that the budget for Fiscal 2019/20 be approved as presented. Mr. Rogers seconded the motion and on roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried

Next, Mr. Myers made a motion to table agenda item #10 Salaries-Office Staff until a later date. Mr. Rogers seconded the motion and on roll call the members voted

as follows:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried

Mr. Varnado presented his Investment Report and reviewed his current investments with the Board. He briefly discussed the following items with the Trustees:

1. Statements of Economic Interest
2. Chief Financial Officer's Contract
3. Treasurer's Contract

After some discussion and review of the contracts, Mr. Myers moved to table the contract discussion at this time.

Mr. Rogers seconded the motion and on roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried

There being no further business to come before the Board, a motion to adjourn the meeting at 5:05 p.m. was made by Mr. Myers with a second by Mr. Rogers. On roll call the members voted as follows:

Aye: Mr. Myers and Mr. Rogers
Nay: None Carried



Clerk



President

ORGANIZATION OF BOARD MEETING
TRUSTEES OF SCHOOLS, THORNTON TWP36, RGE14
MAY 21, 2019

The Organization meeting of the Board of the Trustees convened at 5:05 p.m. on Tuesday, May 21, 2019. In attendance were Trustees Martin Lareau, President, Mark Myers and Riley Rogers. Also in attendance were Eugene Varnado, Clerk and Stanley Kusper, Attorney.

The oath of Office was administered to Mr. Lareau, who was elected for a six (6) year term, by Stanley Kusper, Board Attorney.

A motion was made by Mr. Lareau to go into a Sine Die session. The motion was seconded by Mr. Myers and on roll call the members voted as follows:

Aye: Mr. Lareau, Mr. Myers and Mr. Rogers
Nay: None Carried

Mr. Lareau moved that Riley Rogers be appointed President of the Board, at this time, and Mr. Myers seconded the motion. On roll call the members voted as follows:

Aye: Mr. Lareau and Mr. Myers
Nay: None Carried
Abstain: Mr. Rogers

Next, a motion was made by Mr. Lareau to appoint the Law firm of Kusper & Raucci as Board attorneys. Mr. Myers seconded the motion and on roll call the members voted as follows:

Aye: Mr. Lareau, Mr. Myers and Mr. Rogers
Nay: None Carried

Mr. Varnado presented an audit engagement letter from John Kasperek Co. to provide audit services for the Thornton Township School Treasurer's Office for the Fiscal years ended June 30, 2019 and 2020. After review and some discussion, Mr. Myers made a motion to accept the Engagement Letter as presented. The fee for the audits of Fiscal 2019 and 2020 would be \$55,000 per year. Mr. Lareau seconded the motion and on roll call the members voted as follows:

Aye: Mr. Myers, Mr. Lareau and Mr. Rogers
Nay: None Carried

Next, the salary review for Fiscal 2019/20 for the Office Staff was presented by Mr. Varnado. After review and some discussion, Mr. Lareau made a motion that a 3.5% increase be approved for the Office Staff as follows:

Office Personnel:

Tracy Ammons - Office Manager	\$69,966.00
Tamika McMillian - Bookkeeper	64,584.00
Tonnya Stitt-Senholtz - Payroll Asst	48,127.50

Rachel Myers - Accts Payable	59,730.89
Rakia Langston - Payroll Clerk	51,667.20

Mr. Rogers seconded the motion and on roll call the members voted as follows:

Aye: Mr. Lareau and Mr. Rogers
Nay: None Carried
Abstain: Mr. Myers

Next, the Trustees reviewed and discussed the contracts of the School Treasurer and the Assistant Treasurer. The following changes were made and agreed upon by the Trustees:

1. The School Treasurer's Contract was reduced by \$50,000
2. The title of Andre' A. Varnado's position would be "Chief Financial Officer". His contract would be for a two (2) year period with a six (6) month Board evaluation period.

All changes were agreed upon and the contracts were signed (attached hereto and made a part hereof) by Eugene C. Varnado, Treasurer and Andre' A. Varnado, Chief Financial Officer.

At 5:35 p.m. Mr. Myers moved that the meeting be adjourned. Mr. Lareau seconded the motion and on roll call the members voted as follows:

Aye: Mr. Myers, Mr. Lareau and Mr. Rogers
Nay: None Carried



Clerk



President