

**MINUTES OF THE
TOWNSHIP OF SCHAUMBURG
COMMITTEE OF THE WHOLE**

STATE OF ILLINOIS

Cook County

Town of Schaumburg

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk located at One Illinois Boulevard, Hoffman Estates, IL 60169-3314 on May 16, 2017.

Officials Present:	Mary Wroblewski	Supervisor
	Timothy M. Heneghan	Clerk
	Diane Dunham	Trustee
	W. Robert Vinnedge	Trustee
	Jeffrey S. Mytych	Trustee
	Nimish Jani	Trustee
	Scott M. Kegarise	Highway Commissioner

The following business was transacted.

Supervisor Wroblewski called to order the Committee of the Whole Meeting at 7:00 PM

Clerk Heneghan called the roll and the Pledge of Allegiance followed.

PUBLIC COMMENT

Supervisor Wroblewski invited members of the public to address the Board. Hearing none, the meeting proceeded with the published agenda items.

MINUTES

Moved by Trustee Jani and seconded by Trustee Mytych to approve the Committee of the Whole Meeting Minutes of April 25, 2017. All in favor. **Motion carried.**

PRESENTATION

A. Strategic Plan – Gregory T. Kuhn, Ph.D Center for Governmental Studies at Northern Illinois University

1. Mr. Gregory Kuhn gave a presentation regarding implementing a Strategic Plan for the Schaumburg Township. Discussion followed the presentation. Questions were asked and answered.

B. Governmental Accounting, LLC Proposal – James Howard, CPA

1. Mr. James Howard gave a presentation regarding Governmental Accounting, LLC and how the company can assist with the accounting needs of the township as the Finance Director retires. Discussion followed the presentation. Questions were asked and answered.

NEW BUSINESS

A. Finance

1. Cash Balance as of 04/30/2017: The board has a copy of the cash balance report.
2. Pension as of 05/08/2017: The board has a copy of the pension report.
3. Schaumburg Township Foundation as of 05/05/2017: The board has a copy of the Schaumburg Township Foundation Report.

B. Senior Programs: Ms. Kettel and Administrator Johnson provided information regarding a new Piano Bar Night event that will be held on August 8, 2017. Administrator Johnson stated there will be beer and wine served by vendors. The township will be covered by our insurance the township is not selling the beverages, and each vendor will be covered by their insurance as well. Discussion followed. Questions were asked and answered.

C. Community Relations Coordinator Position: Administrator Johnson stated the board has a copy of a draft job description for the Community Relations Coordinator position. Administrator Johnson explained how this full-time position would be beneficial to township as they would handle press releases, social media management, networking, etc. This position would also assist in the Administration office with passports and notary needs. Questions were asked and answered. Discussion followed. This item will be the agenda for the May 24, 2017 Board of Trustees meeting.

D. Electronic Sign: Administrator Johnson provided quotes for replacing the outside marquee with an electronic sign. Administrator Johnson explained the township could either add an electronic message center to the existing sign, or install a complete new sign. Discussion followed. Administrator Johnson will continue to gather information on installing a new sign.

E. Insurance Rates: Administrator Johnson provided the board with insurance rates for the year 2017-2018. Discussion was had regarding the employee contribution rates. This item will be the agenda for the May 24, 2017 Board of Trustees meeting.

F. Committee Assignments: The board was provided with a list of their committee assignments for the year 2017-2018. This item will be on the agenda for the May 24, 2017 Board of Trustees meeting.

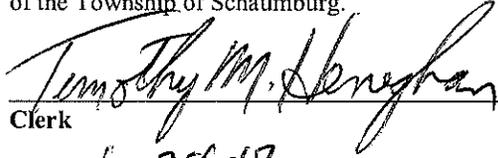
ADJOURNMENT

There being no further business, Trustee Dunham moved to adjourn the meeting at 8:25p.m. Trustee Mytych seconded. All in favor. **Motion carried.**

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APPROVAL CERTIFICATION

I hereby certify to approval of the forgoing Minutes
of the Township of Schaumburg.



Clerk

Date

6-28-17

