

Schaumburg Township
Senior Citizens Services Committee
Meeting Minutes
Monday, April 15, 2019

I. Call to Order: The meeting was called to order at 7:06 PM.

II. Roll Call (the following were in attendance):

Mark Chereso
Nancy Croke
Denis De Camp
Linda Kasinger
Donna Kaywood
Marilyn Pande
Kathy Ray
Sheva Wohlhart
Trustee Jeff Mytych
Megan Conway

III. Approval of March Minutes

Motion by Mark; Second by Nancy. Motion carried.

IV. Reports

a. Chairperson's Report

Started to research by-laws information; found the information to be helpful in updating the Senior Committee by-laws.

b. Trustee Liaison's Report

Trustee Mytych reported that the Board of Trustees is anticipating some changes at the upcoming April 24 board meeting. Supervisor Wroblewski will be retiring from the Board after eighteen years of service. The current board will then look to appoint a replacement for her position. The board has sixty days to appoint a replacement for any vacancy or it will go to a general election. The current board will be up for reelection in 2021. There will be a retirement party for Mary on May 1. Committee members are invited to attend.

c. Director's Report

Written report on file. Welcome to the two prospective members in attendance. Four prospective members will be on the Board agenda April 24 for appointment. We thank everyone for their interest and support in the position. The parking lot project will start in May. Senior Services will also begin hiring a new position of "Intake and Referral Coordinator." The Intake and Referral Coordinator position will assist the department by triaging phone calls and in-person visits from residents, providing information and assistance, as well as additional tasks to support the department. The AARP Tax Aide program ended April 12. The volunteers completed 1,118 tax returns during the program – there was a lot of positive feedback about the services.

V. Old Business

a. Appointment of new Senior Committee members

There will be four new Committee members appointed at the April 24 board meeting

b. By-Laws Review/Committee

General discussion on current by-laws. Director Conway shared information about by-laws documents. The Committee will review information about the by-laws and other resource

materials for discussion at the May meeting. Director Conway will present a draft revision of by-laws for review.

VI. New Business

a. Resignation of Carol Kinsella

The committee accepted the resignation of Carol Kinsella. We wish her well and thank her for her service.

b. Introduction of potential new Senior Committee members

Director Conway explained open positions and the function of the group; questions and answers from committee members and prospective members. Prospective members in attendance were Denis De Camp and Marilyn Pande.

c. Code of Conduct Review and Feedback

Committee members were asked to review a draft Code of Conduct to apply to participants, clients, staff, and volunteers of Senior Services. The Committee will review and provide feedback at the May meeting.

VII. Adjournment

Motion by Mark; Second by Nancy. Meeting adjourned at 8:34 PM.