

The regular scheduled second quarterly meeting of the Township School Treasurer, Township 39N, Range 12E, Cook County, was held by at the Township School Treasurer's Office 10114 Gladstone, Westchester, Illinois on Monday, April 17, 2023 at 11:30 a.m.

### **ROLL CALL**

Roll call was taken with the following members present: Trustees Anthony Travis, Raymond Zaabel and Kerry Luciano and Treasurer Paul Bellisario. Also present was former Chief Financial Officer, George Chirempes.

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENTS**

None

### **APPROVAL OF MINUTES**

Anthony Travis moved, seconded by Kerry Luciano, that the minutes from the regular second quarterly meeting of January 17, 2023 be accepted as presented.

AYES: Travis, Zaabel, Luciano

NAYS: None

### **APPROVAL OF DESIGNATION OF DEPOSITORIES**

Treasurer Paul Bellisario read the resolution for the designation of depositories. Mr. Bellisario noted that all depositories remained the same. He wants to eventually eliminate all Depository Accounts for all the districts. Anthony Travis moved, seconded by Kerry Luciano, that the resolution for the designation of depositories be adopted as presented.

AYES: Travis, Luciano, Zaabel

NAYS: None

### **APPROVAL OF FY 2023 AUDITOR**

Treasurer Bellisario recommended that the board retain the auditing firm of Evans, Marshall & Pease, P.C. for the 2023 year audit. Anthony Travis moved, seconded by Kerry Luciano that the board retain the auditing firm of Evans, Marshall & Pease, P.C. for the audit in 2023 at a cost of \$22,700.00 with an increase of \$100.00 for the next two years.

AYES: Travis, Luciano, Zaabel

NAYS: None

### **APPROVAL OF PROCUREMENT OF TREASURER'S SURETY BOND**

Treasurer Bellisario recommended that the board approve the Treasurer's Surety Bond FY2324 in the amount of \$30,000,000, the same amount as last year. No quote is available at this time. Mr. Travis moved, seconded by Mrs. Luciano that the Treasurers Surety Bond be approved as presented.

AYES: Travis, Zaabel, Luciano

NAYS: None

### **APPROVAL OF TREASURER'S INVESTMENT REPORT DATED MARCH 31, 2023**

Treasurer Bellisario explained where our funds are being invested. The largest category is in CD's. There was significant increase this year due to the interest rates going up. Municipal bonds are bought with all the treasurers, investing in school districts in Illinois. The graph shows the breakdown of investments.

Treasurer Bellisario recommended that the board approve the Treasurer's Investment report dated March 31, 2023. Mr. Travis moved, seconded by Mrs. Luciano that the Treasurer's Investment Report dated March 31, 2023 be approved as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

### **CLOSED SESSION**

### **APPROVAL OF OFFICE SALARES FOR FY 23/24**

Treasurer Bellisario proposed the salary increase for FY2324, giving the staff 3-5% increase, comparable to the other townships. Mr. Travis moved, seconded by Mrs. Luciano that the office salaries for FY2223 be approved as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

### **END CLOSED SESSION**

### **APPROVAL FY 2023-2024 APPROPRIATION ORDINANCE**

Paul Bellisario explained the new budget will be underbudgeted by 2.8% with a proposed budget of \$1.3 million. Treasurer Bellisario recommended that the board approve the FY 2023-2024 Appropriation Ordinance. Mr. Travis moved, seconded by Mr. Zaabel that the FY 2023-2024 Appropriation Ordinance be approved as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

### **ACCEPTANCE OF TWO YEAR CONTRACT BETWEEN THE TRUSTEES OF SCHOOLS, TOWN 39N, RANGE 12E, AND THE TREASURER**

Anthony Travis moved, seconded by Kerry Luciano to accept a two year contract between the Trustees of Schools, Town39N, Range12E and Treasurer Paul Bellisario from July 1, 2023 to June 30, 2025.

AYES: Travis, Zaabel, Luciano  
NAYS: None

## **APPROVAL OF DCR SOFTWARE AGREEMENT FOR FY23/24**

Treasurer Bellisario recommended that the board approve the annual maintenance agreement with Stapleton & Associates from July 1, 2023 through June 30, 2024. Due to the many requests from districts to run various history reports, the maintenance agreement with DCR will be continued. Mr. Travis moved, seconded by Mrs. Luciano that the annual maintenance agreement with Stapleton & Associates be approved as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

## **APPROVAL OF INFINITE VISIONS PROPOSAL FOR FY23/24**

Treasurer Bellisario recommended that the board approve the INFINITE VISIONS Annual Software and Support for FY 23/24. There is an annual 3% increase every year. The districts pay for their own modules. Mr. Travis moved, seconded by Mrs. Luciano that the INFINITE VISIONS Annual Software and Support be approved as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

## **PROCUREMENT OF PUBLIC ENTITY LIABILITY AND EMPLOYMENT PRACTICES-ERRORS AND OMISSIONS INSURANCE**

Treasurer Bellisario recommended that the board approve the procurement of Public Entity Liability and Employment Practices-Errors and Omissions Insurance. Raymond Zaabel moved, seconded by Anthony Travis that the Procurement of Public Entity Liability and Employment Practices-Errors and Omissions Insurance be approved as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

## **TREASURERS OFFICE 1<sup>ST</sup> QUARTER 2023 BILLS**

Treasurer Bellisario presented the bill listing for the treasurer's office for the first quarter of 2023. Anthony Travis moved, seconded by Kerry Luciano to approve the Treasurer's Office bill listing for the period of January 2023 through March 2023 as presented.

AYES: Travis, Zaabel, Luciano  
NAYS: None

## **INVESTMENT EARNINGS REPORT**

Treasurer Bellisario explained the ten year table and the big change from 2021 to 2022. The TTO now distributes the interest earnings each quarter to districts as opposed to distribution only in March.

## **CASH RECAPITULATION REPORT**

Mr. Bellisario brought the trustees up to date on the total cash processed at the Treasurer's Office. He expressed concern that School District #94 does not have a healthy cash flow and has to reposition the cash.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

There being no old or new business, Mr. Travis moved, seconded by Kerry Luciano that this meeting be adjourned at 12:50 pm.

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PAUL BELLISARIO  
TREASURER

ATTEST:

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RAYMOND ZAABEL  
PRESIDENT