

**MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, SEPTEMBER 26, 2023, CONDUCTED IN-PERSON.**

**CALL TO ORDER AND ROLL CALL**

Clerk DaToya Burtin-Cox called the meeting to order at 7:27 p.m. and the meeting was conducted in-person. On the call of the roll the following participated: in-person: Trustee Margaret Trybus, Trustee Ade Onayemi, Trustee Tim Thomas, Trustee Eric Davis; Interim Township Managers, Megan Traficano and Pamela Mahn, Township Supervisor, Clarmarie Keenan, Clerk, DaToya Burtin-Cox, and Township Attorney, John Garofalo. Also Present was Director Cheryl Potts, CMHB.

**PUBLIC COMMENTS**

None available

**APPROVAL OF CONSENT AGENDA**

Trustee Trybus moved to approve the Township Minutes from September 12, 2023, and Township bill for the period of 9/7/2023. Trustee Onayemi seconded the motion. Board Trustee approved with the consent agenda.

**BUSINESS ITEMS**

**DISCUSSION ITEMS**

- Table at OPAGLA gala
  - Table purchased. OPT has 5 seats and 4 spots are filled.
  
- Senior Services Vehicle Acquisition
  - Dealership was contacted regarding the Board's questions.
    - the ramp is electric with a manual override.
    - there is approximately 10 yr life on the vehicle
    - vehicle will receive a full inspection
  - The vehicle is currently insured, and the insurance will continue.
  - The vehicle is currently in use by the Township daily.
  
- Senior Services Newsletter
  - Current Newsletter "News & Views" is only 4 pages and released quarterly
  - currently researching better printing options
    - other townships/villages recommended a vendor
    - recommended vendor will sell adds, with Board approval
    - the sale of adds could reduce the Township's printing cost by approximately \$1600
    - vendor would need 6 months to obtain advertisement agreement before printing
  - Trustee Thomas inquired about distribution
    - OPT currently secures approx. 2500 copies, 2250 sent out via mail
    - postage cost \$500
    - \*Recommended vendor will use its mailing permit to allow for cost for savings. Cost will remain approximately the same
  - Vendor requested a 6-year commitment. OPT recommend a yearly review to assess service and needs.
  - Trustee Davis inquired as to how mailing handled
    - Senior Services send to people requesting mail delivery
    - Place newsletters in Townships, Village, library, senior living facilities, etc
    - OPT sends electronic newsletter

- Trustee Davis suggested a minimum size font to make letter easy to read
- Trustee Trybus inquired as to how often the newsletter printed
  - Currently it is printed quarterly
  - new vendor would allow printing every other month

**MANAGER REPORT**

- Finance firm update
  - o Responding somewhat. OPT is supposed to gain access to Quickbooks
  - o Owner -James Howard
  - o Supervisor Keenan will send a letter to the owner
  - o Interim Managers will continue to gather evidence for Attorney Garofalo and new Manager once hired.
- OPT received ICMA Award for Senior Services
- Hispanic Heritage Month

**SUPERVISOR REPORT**

- Decennial Committee Meeting successful and heading in right direction
- All committees are full
- Congratulations to Senior services for award
- Migrant issue – OPT is ready to assist

**CMHB (Trustee Thomas)**

- Meeting held on 9/19
- Funding DePaul program at D97
  - o to begin impact evaluation
- Budget review
  - o Under budget
  - o Able to do infrastructure grants
  - o Suicide Prevention Month
    - Partnering with Village and Oak Park Township regarding social media messaging and gun locks.
  - o CRC event – afterschool mental health/full community programming
  - o Housing – partner work; received 15 vouchers
    - Working on application process

**Youth and Family Services Committee (Trustee Trybus)**

- o No meeting

**Senior Services (Trustee Davis)**

- Full meeting on 9/20
  - o Discussed Narcan incident.
  - o Planning session presented by Chris Hauri [members choosing initiatives]
  - o Blood drive on 9/21 was well attended
  - o Campaign for aging awareness
  - o Committee submitting letters to the editor for Wednesday Journal.
  - o Next meeting 10/18

**I-GOV (Trustee Onayemi)**

- o 10/14- Topic – Mental Health at D97

**ADJOURNMENT**

Trustee Davis moved to adjourn at 8:50 pm; Trustee Trybus seconded the motion which passed unanimously.

**NEXT MEETING**

The next public meeting of the Oak Park Township Board of Trustees will be a Regular Board of Trustees Meeting conducted in-person and/or electronically at 7:00 p.m. Tuesday, October 10, 2023, at 7 pm at the Township Office located at 105 S. Oak Park, Ave, Oak Park, IL.

Respectfully submitted by  
and recorded in the office of

*/s/ DaToya Burtin-Cox*

DaToya Burtin-Cox, Clerk