

CUBA TOWNSHIP
REGULAR MEETING
OF THE BOARD OF TRUSTEES
28000 W. Cuba Road
Barrington, IL 60010
October 12, 2023

I. Call to order:

Supervisor Karam called the meeting to order at 6:34 PM.

II. Pledge of Allegiance

Supervisor Karam led those present to recite the Pledge of Allegiance.

III. Roll call

Grant Born, Trustee; Tom Kusmerz, Trustee; Tiffany Andreae, Trustee; Jill Talbot, Trustee; Chris Karam, Supervisor.

Also present: Heidi Shannon, Clerk; TJ Podgorski, Highway Commissioner

IV. Public Comment:

There was no public comment.

V. Discussion and potential action on approval of minutes:

A. September 14, 2023, Regular board meeting

Trustee Born made a motion which was seconded by Trustee Talbot to approve the minutes of the September 14, 2023, regular board. The minutes were approved by unanimous voice vote.

VI. Discussion and potential action on the following topics:

A. Payment of bills

Trustee Talbot made a motion which was seconded by Trustee Kusmerz to approve the bills of 9/13/23-10/6/23 in the amount of \$259,143.72 check nos. 55600-55714.

Roll Call: Born-yes; Kusmerz-yes; Andreae-yes; Talbot-yes; Karam-yes. Motion Carried.

VII. Items for Consideration and Adoption

A. Funding Requests: Approval of the 2024 application with a deadline of Jan. 8th

Shannon presented the board with a timeline for the 2024 funding process and application.

Trustee Talbot made a motion which was seconded by Trustee Born to approve the 2023 funding application with a deadline of Jan. 8, 2024. Motion passes by unanimous voice vote.

B. Appointment of Cuba Cares Fund Board of Directors

Karam reported on the Cuba Cares Fund. Those minutes are attached. Karam reported that Priscilla Rose, Becci Tonigan, and Cheryl Tanaka had been elected to the 2023/2024 Board of Directors.

Trustee Talbot made a motion which was seconded by Trustee Born to approve the 2023/2024 Cuba Cares Fund Board of Directors

Roll Call: Born-yes; Kusmerz-yes; Andreae-yes; Talbot-yes; Karam-yes. Motion Carried.

C. Insurance for 2024

Karam reported that they are meeting with the insurance representative on October 27th to evaluate 2024 plans. He will present those plans at November's board meeting.

VIII. Reports

A. Assessor's Report

There was no Assessor's report.

B. Clerk's Report

There was no Clerk's Report.

C. Highway Commissioner's Report

Podgorski reported that they are finishing up this year's paving projects with the final one being in Cary. This will complete the Road Program for 2023. Brush pickup for the entire township will begin on October 23rd. Leaf pick up will begin the following week.

D. Supervisor's Report

Karam reported that the Fall Fest was a success on October 7th. We will explore other options for food and activities next year. The township has received a couple of quotes for the roof. We may need to go out to bid as the cost is looking to exceed \$30K. Karam would like to have this completed before winter.

E. Attorney's Report

There was no Attorney report.

IX. Old Business: Discussion and potential action of the follow topics:

X. New Business.

There was no new business.

XI. Executive Sessions

There was no executive session.

XII. Action on Executive Session

There was no action on executive session.

XIII. Adjournment

Trustee Talbot made a motion which was seconded by Trustee Andreae to adjourn the meeting. Meeting adjourned by unanimous voice vote.

This meeting was adjourned at 6:58PM.

Respectfully submitted,



Heidi Shannon
Township Clerk

CUBA CARES FUND
ANNUAL MEETING
OF THE BOARD OF DIRECTORS
 Barrington, IL 60010
 September 19, 2023

I. Call to order:

Director Tonigan called the meeting to order at Noon.

II. Roll call

Rebecca Tonigan, Director; Cheryl Tanaka, Director; Priscilla Rose, Director; Christopher Karam, Supervisor; and Antonietta Simonian.

III. Review of 2022 and 2023 Financials:

Financials were presented and reviewed with the Board.

IV. Discussion and potential action on the following topics:

A. Elevator Lift Expenditures

Motion by Director Rose, seconded by Director Tonigan to approve the cost of DME’s annual elevator maintenance fee and Lake County’s annual permit inspection for the DME Lift. Expense for 2023 is \$1,560 for maintenance and \$177 for permit inspection. Supervisor Karam suggested requesting a maintenance fee for a 2-year and 3-year period and paying in advance. Cuba Directors concurred.

Roll call: Rose – yes; Tanaka – yes; Tonigan – yes;

B. Formal Audit

Board presented with an email sent by A Simonian to Lauterbach & Amen LLP requesting a formal audit to be conducted next year following the Township’s annual audit.

C. Assistance Guidelines for 2023-2024

Director Tonigan made a motion seconded by Director Rose to set a maximum annual amount of \$400 with the approval of the entire Board of Directors. In addition, the poverty level maximum of 300% and current documentation requirements remain in place. Note the 2023 Poverty Level increase from 2022, adjusted for inflation.

Roll call: Rose – yes; Tanaka – yes; Tonigan – yes;

300% Poverty Level		
Household Size	2023	2022
1	\$43,740	\$40,770
2	\$59,160	\$54,930
3	\$74,580	\$69,090
4	\$90,000	\$83,250
5	\$105,420	\$97,410

C. Post Office Stamp Out Hunger Food Drive – May 2024

Director Rose made a motion seconded by Director Tonigan to participate in the National Association of Letter Carriers’ 2024 Food Drive. As of 9/19/23, the official NALC website does not have a date yet. A Simonian to follow up and complete application process for registration.

D. Appointment of Cuba Cares Fund Board of Directors

Director Tonigan made a motion seconded by Director Rose for the appointment of the Board of Directors, to be approved by the Cuba Township Board at the October 12, 2023 monthly meeting.

Roll call; Tonigan – yes; Rose – yes; Tanaka – yes;

E. Approval of 2022 Board Minutes

Director Tonigan made a motion seconded by Director Tanaka for the approval of the 2022 Board Minutes.

Roll call; Tonigan – yes; Rose – yes; Tanaka – yes;

VI. Items for Consideration and Adoption

There were no items for consideration and adoption.

VIII. Old Business

There was no old business.

IX. New Business

Sophia welcomed the Board and Supervisor and provided an update on the number of food pantry recipients, deliveries to homebound residents, and upcoming food drives. Sophia also stated that she is currently delivering monthlies to 5 households and is being reimbursed approximately \$150 - \$200 monthly for gas. Supervisor Karam suggested pursuing Uber services geared toward vulnerable populations. A Simonian is charged with researching this option along with a shared BACOA volunteer option.

Director Rose asked if donations to the food pantry are being solicited at the Fall Festival and was answered affirmatively. Director Rose made a motion seconded by Director Tonigan to donate \$250 to the Fall Festival for promotion of food pantry.

X. Adjournment

Motion by Director Tonigan and seconded by Director Tanaka to adjourn the meeting.

Roll call; Tonigan – yes; Rose – yes; Tanaka – yes;

Respectfully submitted,
Antonietta Simonian
Township Administrator