

STATE OF ILLINOIS, )  
 Lake County, ) } SS.  
 Town of Shields )

THE TOWN BOARD OF SHIELDS TOWNSHIP met at the Shields Township office for its regular monthly meeting on May 19, 2011 at 6:30 p.m.

PRESENT: <u>Gale Strenger Wayne</u>	Supervisor
<u>David Barkhausen</u>	Town Clerk
<u>Lynn Baehr</u>	Town Trustee
<u>Laura Carney</u>	Town Trustee
<u>Mary Woodson</u>	Town Trustee

Highway Commissioner Bill Goodman and Assessor Teresia Yakes were also present.

**I. Meeting Called to Order**

Supervisor Strenger Wayne called the meeting to order at 6:32 p.m.

**II. Pledge of Allegiance**

Supervisor Strenger Wayne opened the meeting with the Pledge of Allegiance and requested an attendance roll call which reflected the above absences. Trustee Baehr arrived just after the roll call.

**III. Consideration of Minutes from the Previous Town Board Meetings**

A motion by Trustee Woodson to approve the minutes of the Board’s monthly meeting of April 21, 2011, seconded by Trustee Carney, was approved unanimously on a voice vote.

**IV. Payment of Bills**

**Town Fund Bills:** A motion by Trustee Carney, seconded by Trustee Woodson, to approve the payment of Town Fund expenses in the amount of \$95,964.15 passed 4-0 on a roll call vote. Trustee Carney asked about the amounts of the bills for insurance for the Town Fund and Road Fund and wondered if the approximately \$14,000 amount for the Town Fund for liability and workers’ compensation insurance was higher than necessary in light of the nature of the work involved and what would seem to be low risks of injuries. She suggested looking into alternative prices for insurance. There was agreement to do so, though office manager Arona Landsman said the premiums are due June 1<sup>st</sup>, and it is too late to look elsewhere this year.

**Road & Bridge Bills:** A motion by Trustee Baehr, seconded by Trustee Woodson, to approve the payment of Road Fund expenses in the amount of \$25,468.30 passed 4-0 on a roll call vote.

**General Assistance Bills:** A motion by Trustee Woodson, seconded by Trustee Baehr, to approve the payment of General Assistance expenses in the amount of \$2,857.59 passed 4-0 on a roll call vote.

Supervisor Strenger Wayne, with agreement of the trustees, next suggested moving the opportunity for public comments up on the agenda before the discussion of old and new business and after the following “community partner” presentation.

**V. Community Partner Agency Presentation by Reading Power, Inc.**

Rebecca Mullen, the Executive Director of Reading Power, Inc., an organization providing volunteer reading tutors for kindergarten through 3<sup>rd</sup> grade North Chicago students, appeared to provide a briefing and update on their program. She was accompanied by Mindy Mooney, a board member and tutor. It is Ms. Mullen’s first year in her position.

Reading Power, now completing its eighth year, began at the A.J. Katzenmaier school and now serves five of the six North Chicago grade schools. They have a staff of 10 and 150 volunteers serving approximately 200 students and tutored their 1,000<sup>th</sup> student this year. They maintain a physical classroom in each of the school buildings. They tutor students who do not otherwise qualify for special help from the district, focusing on the lowest 20 percent of achievers and taking teacher recommendations as to who should participate. The volunteers are trained before they begin in methods that the Reading Power’s founder, Dr. Mary Jane Hender, developed from two programs so that they are appropriate for use by the volunteer tutors.

Retired teachers and executive executives and stay-at-home mothers are among the tutors. They tutor for three hours at the same time each week and work with the same 3-4 students every week for 35 minute sessions that are tailored to the student's instructional level, seeking to raise them up to grade level. Students are released from the program at that point. The curriculum addresses all aspects of literacy and tracks progress. Students also write every day in journals and transition into writing workshops. Reading Power partners with Bernie's Books, another program in Lake County, to build a library of approximately 20 books for each of the students. Progress is assessed three times a year, and the students have been shown to make three to four times the gains in reading proficiency as non-tutored students. The volunteers work closely with the teachers and receive strong support from them.

Ms. Mullen appealed for both volunteer tutors and financial donations and referred to the organization's website, [www.readingpowerinc.org](http://www.readingpowerinc.org), where one can apply to be a tutor, to donate, or simply to learn more about the organization and its activities.

In response to a question from Supervisor Strenger Wayne about possible difficulties with language barriers, Ms. Mullen said that, in general, the students must have a degree of language proficiency, but the tutors do work with some ESL (English as a Second Language) students. In response to another question about parental involvement, she added that parents are briefed on the program and its progress and invited to a celebration at the end of the year. The biggest challenge is recruiting volunteers, she said. Ms. Mullen does some tutoring herself in addition to overseeing the program.

## **VI. Public Comment**

Janice Schnobrich of Lake Bluff referred to the monthly Board meeting held in North Chicago on April 21<sup>st</sup> and suggested that, since more than half of North Chicago is in Waukegan Township and some is in Libertyville Township, those townships might consider having occasional meetings in North Chicago, too. She also suggested holding meetings in Lake Bluff, since all of Lake Bluff is in Shields Township, and perhaps also in Lake Forest since much of it lies in Shields Township.

## **VII. Old Business - None**

## **VIII. New Business**

### **a. Vote to Accept Cele Bull's Resignation as Trustee**

Supervisor Strenger Wayne mentioned that an April 22nd letter had been received from Cele Bull indicating her resignation as a trustee effective immediately because her husband is travelling more frequently on business and a desire to accompany him without missing meetings. Trustee Baehr's motion to accept the resignation, seconded by Trustee Woodson, was approved on a voice vote.

### **b. Discussion and Action on Procedure to Fill Trustee Vacancy**

Supervisor Strenger Wayne opened a discussion on the procedure to fill the newly-vacant trustee position. Trustee Baehr asked if there would be a vote at the next meeting. Trustee Carney suggested an earlier start to the next monthly meeting in order to interview those who might express an interest in the position. Supervisor Strenger Wayne suggested a June 10th deadline for individuals to notify the Board of their interest in being appointed. Trustee Carney's motion to publicize the vacancy, set a June 10<sup>th</sup> deadline for applications, and interview candidates and make the appointment at the June monthly meeting was seconded by Trustee Woodson and approved on a voice vote.

### **c. Discussion and Vote on Change to Schedule and Locations of Board Meetings**

Supervisor Strenger Wayne noted that candidates in the last Shields Township election had expressed an interest in holding some meetings in North Chicago, as the Board had done at its April monthly meeting, and asked the Board about modifying its schedule of meetings to hold more of them there.

Trustee Baehr expressed concern about possible confusion for the public as to the location of meetings. She said she would feel better about holding meetings away from the Township office if it was possible to give up the space required to hold meetings in the Township office. Trustee Woodson said uncertainty about meeting locations should not be a problem if sufficient notice is provided. Trustee Carney agreed with Trustee Baehr about the potential for confusion. Trustee Woodson said it is important to make North Chicago residents aware of the Township's activities. Supervisor Strenger Wayne noted that a reason for holding some meetings there was because of the relative difficulty of access to transportation for a number of North Chicago residents.

After further discussion, Trustee Baehr suggested a compromise of holding two monthly meetings, in September and April, in North Chicago. Supervisor Strenger Wayne will check on the availability of their City Hall for this purpose. Trustee Woodson's motion, seconded by Trustee Baehr, to approve a modification in the meeting schedule to indicate this change was approved on a voice vote.

## **IX. Township Officials' Reports**

### **a. Highway Commissioner's Report**

Highway Commissioner Goodman mentioned that the Road District had been filling potholes, working on drainage projects, replacing signs to comply with new signage regulations, and planning road patching activity for the next few months.

### **b. Trustees' Report**

Trustee Carney said she would like the Board to revisit the North Chicago taxicab subsidy program to see if there is a more efficient way to handle its administration before it is considered again next year. She expressed the opinion that a \$2 per ride subsidy does not help the program users all that much.

### **c. Supervisor's Report**

In her Supervisor's Report, Supervisor Strenger Wayne mentioned the following items;

- Regarding the Township's food pantry, her appreciation of: the 2,200 pounds of food collected by the Lake Forest postal workers (though this was down from about 4,000 pounds last year) and the help of the Kiwanis Club of Lake Forest-Lake Bluff in taking the food from the Post Office annex to the Township; a \$500 donation from the local chapter of the Knights of Columbus (noting that each dollar buys 9 pounds of food); contributions from the First Presbyterian Church of Lake Forest and Boy Scout Troop #46; a cash donation from someone who had received past assistance from the Township, food collected by the 3<sup>rd</sup> graders at Cherokee School in Lake Forest; contributions that a 7-year old asked to be directed to the food pantry on the occasion of her birthday; and bags donated by Sunset and Dominick's grocery stores.
- Her attendance at the dedication of the first energy efficient "Green House" built in North Chicago by the Youth Build program participants of Youth Build, which project benefited from 40 different donations from other groups. The house will be sold to a low-income family.
- The May 7<sup>th</sup> mobile food pantry held in the Forrestal Village subdivision on the Great Lakes Navy Base in North Chicago, which involved a partnership between the Great Lakes Navy Base and the Northern Illinois Food Pantry, was funded with \$750 from the Township's "Phoenix Rising" charitable foundation, and provided 7,500 lbs of food to over 200 individuals from throughout North Chicago.
- A health fair at the Lake Forest-Lake Bluff Senior Center, not limited to seniors, on Friday, June 10<sup>th</sup> from 10 to 2.

## **X. Adjournment**

A motion to adjourn by Trustee Baehr, seconded by Trustee Woodson, was approved unanimously on a voice vote at 7:20 p.m..

Attest

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David N. Barkhausen, Town Clerk