



HEALTH DISTRICT BOARD MEETING PACKET

April 20, 2026

NOTICE: In accordance with the Illinois Open Meetings Act, notice is hereby given that the Board will hold a public meeting at the date, time, and location below. The purpose of this meeting is to conduct the regular business of the Board and to consider items listed on the posted agenda. This notice and agenda are posted in accordance with statutory requirements.

Public Comments / Open Forum:

Comments for the Open Forum must be submitted by 2:00 PM on the meeting day to Clerk Leticia Garcia at 6700 W. 26th Street, Berwyn, IL 60402, via email at LGarcia@ci.berwyn.il.us, or by phone at (708) 749-6451.

 BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT HEALTH BOARD	<input type="checkbox"/> REGULAR MEETING <input type="checkbox"/> SPECIAL MEETING <input checked="" type="checkbox"/> COMMITTEE OF THE WHOLE/WORKSHOP	DATE	Monday, April 20, 2026
		TIME	11:30 PM
		LOCATION	6600 W. 26 th St., 1 st FL Conf. Rm.

AGENDA

1. ROLL CALL
2. OPEN FORUM
3. REVIEW OF FY 2025-2026 BUDGET VS. EXPENDITURES
4. DISCUSSION OF ANCIPATED FY 2026-2027 COST INCREASES FOR ROUTINE LINE ITEMS
5. ADJOURNMENT

 BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT HEALTH BOARD	<input checked="" type="checkbox"/> REGULAR MEETING <input type="checkbox"/> SPECIAL MEETING <input type="checkbox"/> COMMITTEE OF THE WHOLE/WORKSHOP	DATE	Monday, April 20, 2026
		TIME	12:00 PM
		LOCATION	6600 W. 26 th St., 1 st FL Conf. Rm.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
 - A. Regular Meeting on March 9, 2026
 - B. Budget Workshop Meeting on March 9, 2026
5. STAFF REPORT UPDATES
 - A. Clinic Activity – March 2026
 - B. Sanitation Activity – March 2026
 - C. Vital Statistics Activity – March 2026
6. APPROVAL OF BILLS PAYABLE & PAYROLL – March 2026
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
10. NEW BUSINESS
 - A. Review and Approve Memorandum of Understanding (MOU) with Sears Pharmacy for the Mental Health Program – Avila
 - B. Consideration of establish deadline for agenda item submissions: 10:00 AM on the Thursday prior to a Monday board meeting – Avila

- C. Proposal to reschedule the May Board Meeting to Monday, May 18, at the regular time and location – Avila
- D. Review and Approve funding for the provision of feminine hygiene products for restroom facilities at the Berwyn Public Library, in an amount not to exceed \$2,500 – Garcia
- E. Consideration to participate in the Berwyn Public Library 2026 Summer Reading Challenge – Garcia
- F. Review and Approve funding request for Berwyn Public Library Nursing Pod in the amount of \$8,695 – Garcia

11. ADJOURNMENT



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	4	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Approval of Minutes		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

The Board will review and approve the minutes from the previous Board meeting(s) to ensure an accurate and official record of the meeting's proceedings and actions.

ATTACHMENTS

- Regular Meeting on **March 9, 2026**
- Budget Workshop on **March 9, 2026**



BERWYN PUBLIC HEALTH DISTRICT
Regular Meeting – March 9, 2026

Call to Order: Board President Avila called the meeting to Order at 4:00 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Health District Accountant Eagan, and Health District Attorney Zdarsky also attended.

Pledge: Attendees rose to recite the Pledge of Allegiance.

Open Forum: Avila opened the floor for Public Comment. Seeing as no one addressed any comments, Garcia closed the section of Open Forum.

Approval of Minutes:

- A. Regular Meeting on February 9, 2026:** Avila made the motion, seconded by Pereda, to approve the Regular Meeting Minutes for February 9, 2026. The motion passed by a unanimous voice vote.

Staff Report Updates – February 2026:

- A. Clinic Activity:** Avila made the motion, seconded by Garcia, to approve the February 2026 Clinic Activity report, as submitted. The motion passed by a unanimous voice vote.
- B. Sanitation Activity:** Avila made the motion, seconded by Garcia, to approve the February 2026 Sanitation Activity report, as submitted. Avila began a discussion regarding Health Board Hearings. Attorney Zdarsky was recognized and stated a hearing officer will need to be appointed. Discussion ensued. The motion passed by a unanimous voice vote.
- C. Vital Statistics Activity:** Avila made the motion, seconded by Garcia, to approve the February 2026 Vital Statistics Activity report, as submitted. The motion passed by a unanimous roll call vote.

Approval of Bills Payable & Payroll – February 2026: Pereda made the motion, seconded by Garcia, to approve the disbursements for payables and payroll as submitted for \$110,269.45. The motion passed by a unanimous roll call vote in favor.

Statement of Receipts and Disbursements: Eagan was recognized and commented on district expenses and reserves. Eagan stated \$400,000.00 is expected in April or May 2026 from property tax revenue. As expected, a \$700,000.00 loss this fiscal year; \$630,000.00 from the multi athletic field which was approved to spend out of reserves, and the remainder from infrastructure related to building up the Mental Health Program. Discussion ensued. Avila made the motion, seconded by Pereda, to approve the statement of receipts and disbursements. The motion passed by a unanimous voice vote.

Correspondence: Garcia received correspondence, which was placed under New Business on the agenda.

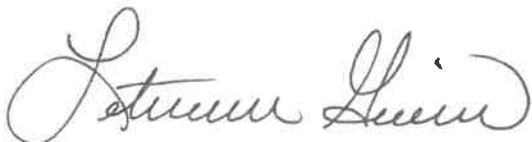
Old Business: Nothing submitted.

New Business:

- A. Review and Approval of Proposed Budget Transfers:** Eagan was recognized and proposed a Budget Transfer Resolution. Avila made the motion, seconded by Garcia, to approve the Resolution Proposing Budget Transfers of \$202,600.00. The motion passed by a unanimous roll call vote.
- B. Review and Approval of Sponsorship for Fifty (50) “Stop the Bleed” Basic Kits:** Garcia was recognized and stated Division Chief Scott Waszak from the Berwyn Fire Department sent a correspondence requesting sponsorship of 50 Stop the Bleed Basic Kits for the Community Emergency Response Team (CERT) Program, not to exceed \$2,600.00. Garcia explained the CERT Program is a training program in courses such as CPR, and Stop the Bleed, for residents in the community. Discussion ensued. Garcia made the motion, seconded by Avila, to refer this item to the next Budget Workshop Meeting. The motion passed by a unanimous voice vote.
- C. Approval of IMRF Resolution – Reinstating/Notice of Appointment of Authorized Agent:** Avila made the motion, seconded by Pereda, to approve the IMRF Resolution, which reinstates Avila as the IMRF Agent. The motion passed by a unanimous voice vote.
- D. Discussion and Approval of Mental Health Initiative:** Pereda was recognized and discussed the possibility of hosting mental health group therapy sessions. Garcia noted she had raised the idea of a mental health classes on several topics and community group therapy initiatives several months earlier and expressed appreciation that the topic is now being explored further. Garcia spoke to the health nurses and was working on topics, timeline and scheduling. Discussion ensued. Pereda made the motion, seconded by Garcia, to refer this item to the next Budget Workshop Meeting. The motion passed by a unanimous voice vote.
- E. Discussion and Approval of STI Testing Partnership:** Avila invited Clinic Nurse Betsy to speak to the Board regarding the STI Testing Partnership with Calor. Clinic Nurse Betsy explained this testing would be once a month, free to residents, it would be in the conference room Tuesday nights, Calor would bring all their own materials. Avila made the motion, seconded by Garcia, to approve the STI Testing Partnership, and refer to legal for completion of modification of the MOU. The motion passed by a unanimous voice vote.

Adjournment: Pereda made the motion, seconded by Avila, to adjourn the meeting at 4:41 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,



Leticia Garcia,
Board Secretary



**BERWYN PUBLIC HEALTH DISTRICT
BUDGET WORKSHOP MEETING – MARCH 9, 2026**

Call to Order: Board President Avila called the meeting to order at 4:30 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Also in attendance were Health District Attorney Zdarsky and Health District Accountant Eagan.

Open Forum: Avila opened the floor for Public Comment. No one asked to be recognized by the Chair. Open Forum was closed.

Review of FY 25-26 Budget vs Expenditures: Eagan was recognized and distributed copies of a Budget Development Worksheet listing budget line items from years 2022 through proposed 2027, not including the recent budget transfer resolutions recently passed. He led the Board through each budgetary line item, recognizing the previous year's budgetary items as well and discussed how and why the line items were increased or decreased. Eagan reported an expected deficit of approximately \$880,000.00; \$371,000.00 of approved funding for the Multi Athletic Field, and \$500,000.00 for the mental health program. Eagan proceeded to discuss the expected revenue will be \$790,000.00. Discussion ensued.

Adjournment: With no further items for discussion, Avila made the motion, seconded by Garcia, to adjourn the Budget Workshop Meeting. The motion passed by a unanimous voice vote.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Leticia Garcia
Board Secretary



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	5-A	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Clinic Monthly Activity Report		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Bradford S. Wainer, D.O., Clinic Medical Director		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

The Board will review the Clinic's monthly activity report. The report provides an overview of services provided, including mental health services, immunizations, and other public health activities conducted by the Clinic during the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Nursing Report for **March 2026**

NURSING MONTHLY REPORT

March 1- March 31TH, 2026

1. Monthly report organized, prepared, and distributed at the monthly Berwyn Public Health meeting.
2. Residents of Berwyn continue to call needing to make appointments for immunizations and TB Tests.
3. The Health District continued to offer saliva PCR Tests.
4. Refrigerator and Freezer temperatures are recorded twice a day per VFC guidelines and logged into I-CARE daily. The Clinic continues to download temperature data from the temperature data logger in the vaccine room for record-keeping per VFC guidelines.
5. The clinic continues to conduct regular counts of vaccine inventory to ensure vaccine accuracy and sufficient supply to meet demand.
6. The clinic continues working on being able to provide safe sex materials at the clinic.
7. The clinic continues offering our loaner medical equipment, such as wheelchairs, walkers, and canes, to Berwyn residents. Residents can continue to obtain medical equipment for themselves and their loved ones through our program.
8. On March 12th, the freezer was calibrated by Martin Calibration.
9. The elevator was repaired on March 23.
10. Johnson Controls installed a new fire panel on March 10.
11. In March, we met with Sears Pharmacy and finalized the MOU. This will provide individuals enrolled in the Mental Health Program access to medication.
12. Estrella Askren-Gonzalez, a part-time therapist, has been hired to support the Berwyn Health Program. She is available to see residents on Monday, Tuesday, and Thursday nights.
13. Standing orders were updated and signed by Dr. Wainer on March 8th.
14. VFC 2026-2027 enrollment has been renewed and uploaded to IDPH.
15. Staff is working on Mental Health Workshops; the first workshop is scheduled for March 16th.
16. The clinic is continuously seeking grants to fund the Mental Health Initiative.

Updated Mental Health Initiative Program

The BPHD currently maintains two active intern therapists from Dominican University who are presently providing services to residents. Due to the program's expansion, we have added two part-time therapists to meet the program's needs.

The Mental Health Initiative Program volunteer physicians continue to see individuals who are in need of antidepressant or other medication related to mental health.

The clinic continues to receive inquiries about mental health services and has addressed all of them.

Clinic Service/Deposit Tracking

March 1st-31TH Tracking

Scheduled	40	
Seen	31	
Cancellations	9	
Rescheduled	0	
No Call/No Shows	2	
New Patients	6	
VFC	2	
Medicaid	2	
Uninsured	0	
Underinsured	0	
TB Test	1	
TB Results	Neg:1	Pos:0
Flu Shots Totals	Reg:2	HD:2

Yearly Tracking (April 2025-March 2026)

Scheduled	675	
Seen	587	
Cancellations	63	
Rescheduled	3	
No Call/No Shows	22	
New Patients	59	
VFC	163	
Medicaid	113	
Uninsured	50	
Underinsured	0	
TB Test	90	
TB Results	Neg:88	Pos:
Flu Shots Totals	Reg:173	HD:50

March Clinic Deposit

Total Deposit	\$130.00
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Yearly Total Deposit

Total Deposit	\$2960.00
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AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	5-B	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Sanitation Monthly Activity Report		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Sheri Leto, Inspector		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

The Board will receive the Sanitation Department's monthly activity report. The report provides an overview of inspections, food complaints, training, special events, and environmental health and safety activities conducted by the Department for the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Sanitation Report for **March 2026** and **Annual Recap**

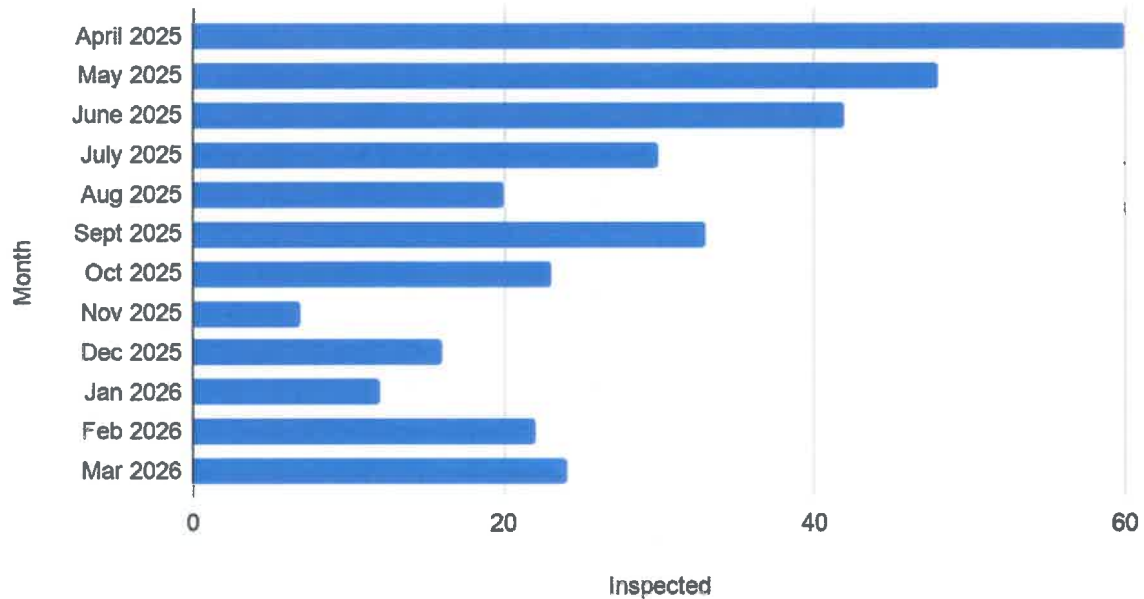
Berwyn Public Health District
Sanitation Report
 March 1, 2026 through March 31, 2026

March 2026

Company	#	Street	Gls	Insp. Date	Insp.	Notes	NB	CI	VHR	HR	MR	LR	CF	TF
		MONTHLY TOTALS		Goals	Actual	YEARLY TOTALS								
		New Businesses		0	0	New Business			32					
		Complaint Inspections		0	1	Complaint Insp.			19					
		Very High		0	6	Routine Insp.			224					
		High		7	1									
		Medium		13	14									
		Low		2	2									
		Cottage Food		0	0	Cottage Food			0					
		Temporary Food		0	0	Temporary Food			62					
		Total		22	24	Total YTD			337					

Graph 1: ROUTINE INSPECTIONS - April 2025 - March 2026

Establishments Inspected per Month



BERWYN SHOPS

No activity to report

Berwyn Public Health District
Sanitation Report
 March 1, 2026 through March 31, 2026

ENVIRONMENTAL HEALTH & SAFETY CALLS: RESIDENTIAL

Issue	# of calls	Issue	# of calls
Hoarding	1	<i>Other Complaints</i>	
Uninhabitable Living Conditions	0	Rodents	0
Water	0	Bedbugs	0
Heat	0	AC	0
Well-Being Checks	1	Mold	0

RODENT ABATEMENT

No activity to report

GOALS

Completed:

1. A completion rate of 109% of the Food Establishment Inspections for March.
 - a. We met and exceeded our goal of 98%.

In-Progress Goals:

1. A 98% or better competition rate of the Food Establishment Inspections for April.
2. Ensure all establishments have a recent inspection done with the following criteria:
 - a. Very High Risk: Within the last 3 months
 - b. High Risk: Within the last 3 months
 - c. Medium Risk: Within the last 4 months
 - d. Low Risk: Within the last 6 months
 - e. Schools: A minimum of one time for the school year 2024-2025

An update will be provided at the January Board Meeting on the progress ensuring all establishments in Berwyn have a current inspection on file.

3. By the end of the 2025-2026 Fiscal Year, to have inspected 650 establishments, including any Temporary Food Events.
4. Perfect The BEE Award, formally known as the Sheri Smith Award, to have all details ready to present to the Board.
5. Start drafting SOPs stated in the April 2023 Board Meeting.
6. Create clear guidelines and expectations for the Cottage Food Berwyn Pop-Up Vendors.
7. Create a list of suggestions for BDC: what worked well, what did not, and changes for the following year regarding Berwyn Pop-Ups for Cottage Food Vendors.
8. Have a greater understanding of Cottage Food and the process in Cook County.

Submitted by:

Sheri A. Leto

Berwyn Public Health District
Sanitation Report
 March 1, 2026 through March 31, 2026

2025-2026 ANNUAL RECAP - APRIL 2025 THROUGH MARCH 2026

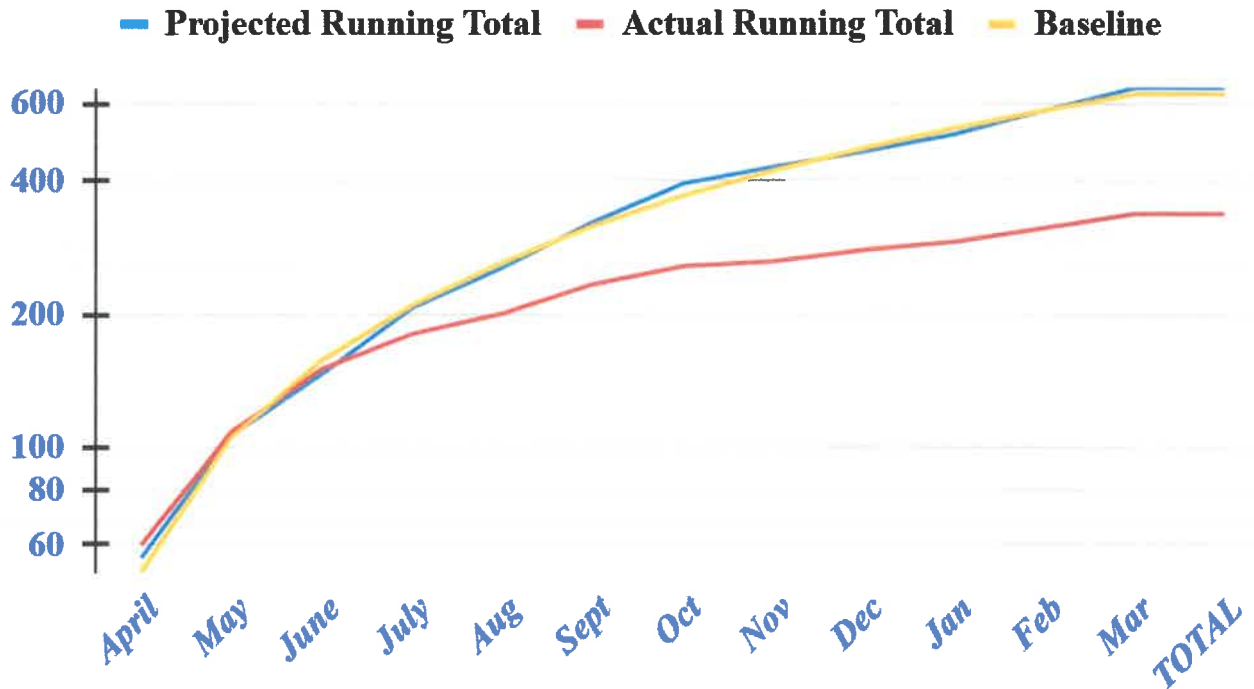
The Berwyn Public Health District Sanitation Department had a challenging year with completing 337 inspections for the year, 51.8% of our goal. In this last year, we have welcomed 32 New Establishments/Owners into our Berwyn Community, an increase of 28% from last year. We have addressed 19 Food Establishment Complaint Inspections, a decrease of 9.5% from last year. Along with this, we continue to advise Cottage Food Vendors on obtaining their Cottage Food License to participate in the Berwyn Shops. Lastly, we inspected 62 Food Vendors at Temporary Food Events, a decrease of 4.6% from last year. As we move forward, we will uniformly ensure our Establishments follow the 2022 Food Code, and keep our community safe from Food Borne Illnesses.

Inspection Goals:

Inspection Goals for Year = 650 per year						
Month	Projected Amount Inspected	Projected Running Total	Actual Inspected	Actual Running Total	Baseline	Trend
April	56	56	60	60	52	93.33
May	50	106	48	108	105	98.15
June	40	146	42	150	157	97.33
July	60	206	30	180	209	114.44
Aug	48	254	20	200	261	127.00
Sept	68	322	33	233	316	138.20
Oct	72	394	23	256	370	153.91
Nov	36	430	7	263	422	163.50
Dec	36	466	16	279	474	167.03
Jan	44	510	12	291	526	175.26
Feb	68	578	22	313	578	184.66
Mar	72	650	24	337	630	192.88
TOTAL	650	650	337	337	630	53.49

Berwyn Public Health District
Sanitation Report
 March 1, 2026 through March 31, 2026

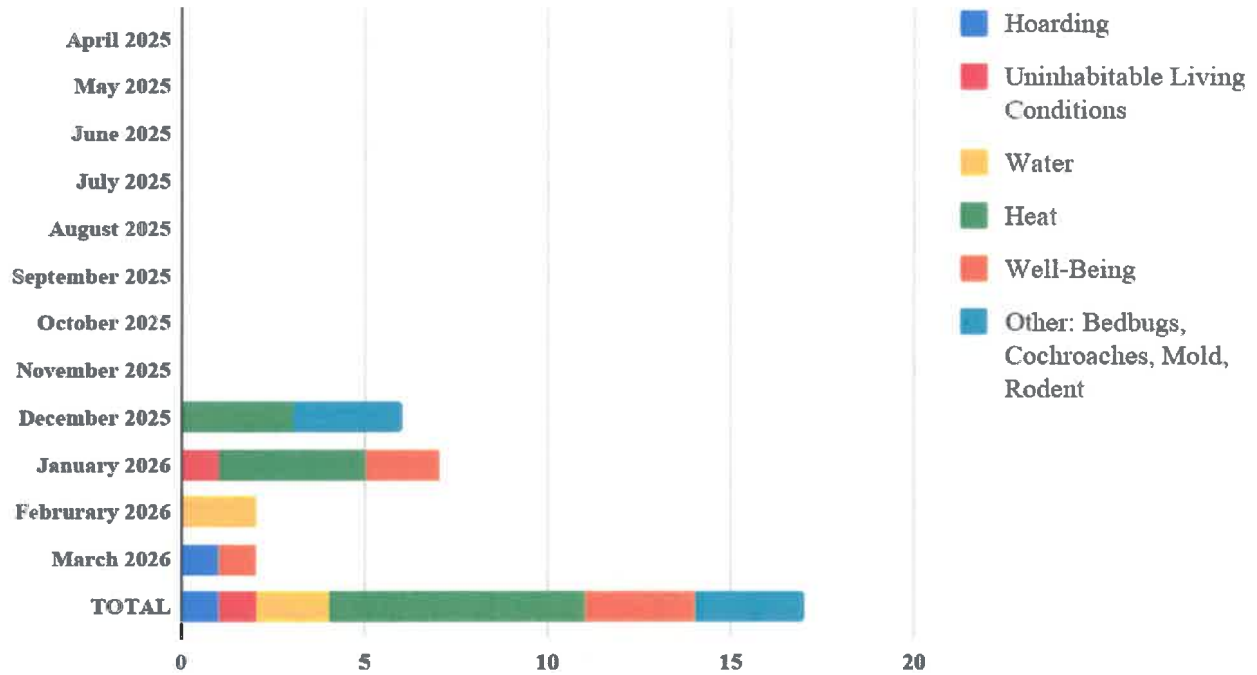
April 2025 - March 2026 Year Overview



Environmental Health & Safety: Residential						
Month	Hoarding	Uninhabitable Living Conditions	Water	Heat	Well-Being	Other: Bedbugs, Cochroaches, Mold, Rodent
April, 2025	0	0	0	0	0	0
May, 2025	0	0	0	0	0	0
June, 2025	0	0	0	0	0	0
July, 2025	0	0	0	0	0	0
August, 2025	0	0	0	0	0	0
September, 2025	0	0	0	0	0	0
October, 2025	0	0	0	0	0	0
November, 2025	0	0	0	0	0	0
December, 2025	0	0	0	3	0	3
January, 2026	0	1	0	4	2	0
February, 2026	0	0	2	0	0	0
March, 2026	1	0	0	0	1	0
TOTAL	1	1	2	7	3	3

Berwyn Public Health District
Sanitation Report
March 1, 2026 through March 31, 2026

Environmental Health & Safety: Residential April 2025 - March 2026 Overview



Prepared by:
Sheri A. Leto



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	5-C	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Vital Records Monthly Activity		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Vanessa Rosales, Interim Deputy Registrar		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

The Board will receive the monthly Vital Records report, which provides a summary of births and death certificates issued, fees collected, and amount owed to the State for the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Vital Records Report for **March 2026**

Berwyn Township Public Health District · Vital Records Report

April 2026

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **March 2026** for certified copies of Birth and Death records as follows
(**48 MORE** requests than February-2026):

Total Amount Collected	\$3,970.92
Fee to the State of Illinois:	-\$548.00
(Death Surcharge Fee 122– D.C. Requested):	
(Total Credit Charges: 90= Amount: \$2,344.92)	
Total Credit Card Fees: \$95.92	
Total Credit Card Charges Deposited to Bank: \$2,249.00	
Health District Portion of Fees:	\$3,327.00

These figures represent fiscal year 2025/2026

Total Fees Collected (to date):	\$40,643.71
Total Credit Card Fees Collected (to date):	-\$283.71
Total paid to State of Illinois (to date):	-5,096.00
Total Berwyn Health District (to date):	\$35,264.00

These figures represent fiscal year 2024/2025

Total Fees Collected (to date):	\$32,962.80
Total paid to State of Illinois (to date):	-\$4,264.00
Total Berwyn Health District (to date):	\$28,698.80

These figures represent fiscal year 2023/2024

Total Fees Collected (to date):	\$34,152.50
Total paid to State of Illinois (to date):	-\$5,808.00
Total Berwyn Health District (to date):	\$28,344.50

These figures represent fiscal year 2022/2023

Total Berwyn Health District (to date):	\$35,068.70
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These figures represent fiscal year 2021/2022

Total Berwyn Health District (to date):	\$37,523.00
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Respectfully,

Vanessa Rosales

Vanessa Rosales
Local Deputy Registrar



State of Illinois
Illinois Department of Public Health

Division of Vital Records
(217)785-3164

County of COOK District # 03121 County Clerk OR Local Registrar X

137 Number of certified copies of Death and Fetal Death Certificates issued.

Check is for the month of March, 2026.

Multiply number of copies issued by \$4.00, total amount due \$ 548.00. If none issued put 0 in amount due.

Remit a check made payable to the Illinois Department of Public Health for the amount stated above along with a copy of this completed VR360 form to:

IDPH Vital Records
Attn: DCSF/COLDF
925 E. Ridgely Ave.
Springfield, IL 62702

Signature of County Clerk _____ OR _____ Signature of Local Registrar D. J. Quinn Date 4/01/26

If your contact information changes, please update the following information: Contact person _____
Email Address _____ Phone number _____

VR 360 (rev. 05/17) Contact us at dph.vitals@illinois.gov - Attn: Death Surcharge in Subject line



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	5	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Bills Payable and Payroll		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

The Board will review and consider approval of the monthly Bills Payable and Payroll report. The report details all invoices, disbursements, and payroll expenditures for the period, ensuring transparency and proper authorization of the Health District's financial obligations. Physical invoices and receipts are available for review and audit. Approval of this report authorizes payment of the listed bills and payroll.

ATTACHMENTS

- Public Health District Payables and Payroll

**Berwyn Public Health District
Disbursements for Approval
April 13, 2026**

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	ACH	03/02/26	Otis Elevator	elevator maintenance/inspection	5505.00	\$ 6,368.57
2	ACH	03/03/26	Wells Fargo Vendor Financial Services	copier lease	5005.00	244.56
3	ACH	03/03/26	Amazon Capital Services	garbage bags	5615.00	54.92
4	ACH	03/04/26	Amazon Capital Services	office supplies	5615.00	125.76
5	ACH	03/06/26	Doxy.Me	mental health virtual appointment	5346.00	348.00
6	30426	03/11/26	Saris Equipment, LLC	Sales quote QUO-05527 - Bike Stations	5325.00	6,224.27
7	ACH	03/11/26	Cintas	cleaning services/ supplies	5605.00	856.55
8	ACH	03/13/26	Uber	uber ride for mental health patient	5345.00	7.72
9	ACH	03/13/26	Uber	uber ride for mental health patient	5345.00	9.95
10	ACH	03/17/26	eClinicalWorks	EMR monthly charge for service	5315.00	1,474.44
11	ACH	03/17/26	Health Lab	labs	5315.00	299.25
12	ACH	03/17/26	Amazon Capital Services	mental health room supplies	5345.00	97.25
13	ACH	03/18/26	Comcast	monthly internet services	5720.00	202.05
14	ACH	03/18/26	Amazon Capital Services	mental health room supplies	5345.00	120.50
15	ACH	03/18/26	Amazon Capital Services	paper for clinic	5610.00	78.12
16	ACH	03/20/26	Uber	uber ride for mental health patient	5345.00	6.93
17	ACH	03/20/26	Uber	uber ride for mental health patient	5345.00	6.95
18	ACH	03/23/26	Shred-it USA LLC	sharp/needle collection	5615.00	846.57
19	ACH	03/23/26	Indeed	job posting for mental health	5325.06	120.00
20	ACH	03/23/26	Indeed	job posting for mental health	5325.06	1.20
21	ACH	03/24/26	Adobe	pdf reader for mental health interns	5345.00	199.80
22	ACH	03/24/26	Indeed	job posting for mental health	5325.06	501.32
23	ACH	03/27/26	Uber	uber ride for mental health patient	5345.00	8.09
24	ACH	03/31/26	Amazon Capital Services	clinic supplies	5610.00	58.39
25	ACH	03/31/26	Wells Fargo Vendor Financial Services	copier lease	5005.00	244.56
Total Interim Disbursements						\$ 18,505.72
INTERCOMPANY						
1	Debit	03/11/26	Calendly	pdf reader for mental health interns	1400.00	\$ 768.00
2	30427	03/30/26	Berwyn Health	Transfer: Republic checking to Byline checking		5,000.00
Total Intercompany						\$ 5,768.00
DISBURSEMENTS TO VENDORS						
1	30442	04/13/26	AFS Counseling	Consulting on mental health program	5346.00	\$ 8,740.00
2	30448	04/13/26	AM Counseling & Consulting	Consulting for mental health program	5346.00	520.00
3	30445	04/13/26	Ann Hostetter LCSW	Consulting for mental health program	5346.00	9,215.00
4	30439	04/13/26	BCBS - Profile 43806	2026-04 insurance premiums	5880.00	4,586.52
5a	30449	04/13/26	Betsy Canedo	Reimbursement; building keys	5615.00	20.43
5b				Reimbursement; postage	5620.00	19.36
6	30436	04/13/26	City of Berwyn - Water	monthly water	5710.00	62.01
7	30455	04/13/26	CNA Surety	Premium Due - Bond effective date 5/17/26-5/17/27	5425.00	3,500.00
8	30451	04/13/26	Daniel Talley	Consulting for mental health program	5346.00	260.00
9	30454	04/13/26	Dearborn Life Insurance Company	2026-04 insurance premiums	5880.00	108.88
10	30430	04/13/26	Everon LLC	annual fee for fire alarm monitoring 4/15/26-4/14/27	5505.00	348.00
11	30443	04/13/26	First Gen Counseling	Consulting for mental health program	5346.00	1,200.00
12	30446	04/13/26	GPC Digital	website annual upgrade	5150.00	2,125.00
13	30435	04/13/26	Humility Therapy, PLLC	Therapy services for mental health program	5346.00	260.00
14	30456	04/13/26	Illinois Dept. of Public Health	2026-03 death and birth certificates	5430.00	548.00
15	30431	04/13/26	Jacqueline Abelar	Reimbursements; IPAI Conf class; ServSafe course	5405.00	214.00
16	30429	04/13/26	Johnson Controls Fire Protection LP	completed installation on fire alarm control panel	5505.00	12,974.91
17	30444	04/13/26	Konica Minolta Business Solutions	Usage charges 1/15/26-2/14/26	5515.00	210.79
18	30438	04/13/26	Lawrence Zdarsky	2026-04 Legal Services	5143.00	1,594.00
19	30428	04/13/26	Leticia Garcia	Reimburse-Nurses Day at Capitol-reg,parking,food	5405.00	108.09
20	30453	04/13/26	Marlin Calibration	3/12/26 onsite calibration	5505.00	725.00
21	30434	04/13/26	Nicor Gas	2026-03 Monthly gas	5710.00	343.55
22	30450	04/13/26	PureLife Dental	Sodium Flouride Varish w Mint	5346.00	957.98
23a	30433	04/13/26	Selden Fox, Ltd.	2026-04 Accounting Services	5105.00	2,075.00
23b				2026-04 Software	5106.00	275.00
24	30441	04/13/26	Special Investigations&Security Experts	background check for Estrella Askren-Gonzalez	5615.00	75.00
25	30452	04/13/26	Stericycle	Monthly medical waste disposal	5420.00	850.51
26a	30440	04/13/26	TechPro, Inc.	phone hosting	5720.00	210.00
26b				monthly service contract support	5144.00	9,378.00
27	30447	04/13/26	Unlimited Fire Restoration Inc.	emergency fire services>window replacement-bal	5006.00	2,053.17
28	30437	04/13/26	Vanessa Rosales	Reimbursement; UPS bubble mailer	5620.00	1.93

**Berwyn Public Health District
Disbursements for Approval
April 13, 2026**

<u>Item</u>	<u>Ref #</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
29	30432	04/13/26	Vision Service Plan	2026-04 insurance premiums	5880.00	<u>150.18</u>
Total Disbursements to Vendors						\$ 63,710.31
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	03/09/26	Board checks	Gross board payroll - March	various	\$ 11,348.43
2	EFT	03/13/26	Gross Payroll	Gross payroll 2/26/26 - 3/10/26	various	27,188.13
3	EFT	03/13/26	Payroll withholdings	Payroll taxes - 2/26/26 - 3/10/26	various	3,530.81
4	EFT	03/13/26	Independent Contractor	2/26/26-3/10/26	5510.00	156.18
5	EFT	03/13/26	Employer IMRF Obligation	IMRF match -2/26/26 - 3/10/26	5835.00	147.28
6	EFT	03/31/26	Gross Payroll	Gross payroll - 3/11/26 - 3/25/26	various	21,080.65
7	EFT	03/31/26	Payroll withholdings	Payroll taxes - 3/11/26 -3/25/26	various	1,943.46
8	EFT	03/31/26	Independent Contractor	3/11/26-3/25/26	5510.00	190.00
9	EFT	03/31/26	Employer IMRF Obligation	iMRF match - 3/11/26 - 3/25/26	5835.00	<u>62.99</u>
Total Payroll & Withholding Disbursements						\$ 65,647.93
Total Disbursements for Approval						\$ 153,631.96
Reconciled Cash Balance at 3/31/26-Byline Bank checking						\$ 3,280.52
Reconciled Cash Balance at 3/31/26-Republic Bank checking						310,248.23
Reconciled Cash Balance at 3/31/26-Republic Bank sweep						<u>(25.00)</u>
Total						\$ 313,503.75

CERTIFICATE

April 13, 2026
COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Berwyn Public Health District, Cook County, Illinois, certify and state as follows:

that we have this 13th day of April 2026 examined and approved the foregoing claims or charges against Berwyn Public Health District Fund and that we hereby approve said claims or charges and direct the Chairman to pay the same aforesaid vouchers and payroll consisting of 2 pages.

_____ Secretary

_____ Treasurer

_____ Chairman

CERTIFICATE

I, the undersigned, Secretary of Berwyn Public Health District, Cook County, Illinois, certify and state as follows:

that the Board of the Berwyn Public Health District examined, reviewed, approved and directed the payment of the foregoing accounts on this 13th day of April 2026 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Secretary

Countersigned

_____ Chairman



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	6	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Statement of Receipts & Disbursements		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

The Board will review the monthly *Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis*. The report summarizes revenues received, expenditures paid, and changes in net assets for the fiscal year to date, providing an overview of the Health District’s financial activity. The report is presented for informational purposes.

ATTACHMENTS

- Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis for the period **April 1, 2025 through March 31, 2026**

Selden Fox

Accounting for your future

One Parkview Plaza, Suite 710 | Oakbrook Terrace, IL 60181 | www.seldenfox.com
p 630.954.1400 | f 630.954.1327 | email@seldenfox.com

ACCOUNTANT'S COMPILATION REPORT

Board of Health
Berwyn Public Health District
Berwyn, Illinois

Management is responsible for the accompanying statement of revenues, expenditures, and changes in net assets – modified cash basis for the year April 1, 2025 through March 31, 2026 of **Berwyn Public Health District**. We have performed the compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on this financial statement.

This financial statement is prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the entity's, revenues, expenditures, and changes in net assets. Accordingly, this financial statement is not designed for those who are not informed about such matters.

The supplementary budget information is presented for purposes of additional analysis and is not a required part of the basic financial statement. This information is the representation of management of **Berwyn Public Health District**. The information was subject to our compilation engagement, however, we have not audited or reviewed the information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Berwyn Public Health District.

Selden Fox, Ltd.

April 14, 2026

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025-March 2026

	Apr 2025 - Mar 2026	Tentative Budget	Remaining Budget	% of Budget
Income				
4000.00 Real Estate Taxes		-	-	
4100.00 Property Tax	\$ 479,504.09	\$ 760,000.00	\$ (280,495.91)	63.09%
4200.00 Replacement Tax	20,374.51	35,000.00	(14,625.49)	58.21%
4300.00 Grant Income	493,046.35	125,000.00	368,046.35	394.44%
4400.01 Fees, Rents and Others			-	
4400.00 Rental income	77,867.79	76,440.00	1,427.79	101.87%
4410.00 Vital Record Income	54,120.55	32,500.00	21,620.55	166.52%
4450.00 Clinic Fees & Income	240.00	1,000.00	(760.00)	24.00%
Total 4400.01 Fees, Rents and Others	132,228.34	109,940.00	22,288.34	120.27%
4440.00 Miscellaneous Income	102.60	3,500.00	(3,397.40)	2.93%
4600.00 Investment Income	37,875.35	15,000.00	22,875.35	252.50%
Total Income	1,163,131.24	1,048,440.00	114,691.24	110.94%
Gross Profit	1,163,131.24	1,048,440.00	114,691.24	110.94%
Expenses				
5000.00 Capital Outlay			-	
5005.00 Medical & Office Equipment	184,083.99	187,500.00	(3,416.01)	98.18%
5006.00 Roof and Building Improvements	80,574.79	82,500.00	(1,925.21)	97.67%
5007.00 Park Improvements and Equipment	32,060.00	35,500.00	(3,440.00)	90.31%
5010.00 Parking Lot Improvements	4,251.99	10,000.00	(5,748.01)	42.52%
Total 5000.00 Capital Outlay	300,970.77	315,500.00	(14,529.23)	95.39%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	24,900.00	24,885.00	15.00	100.06%
5106.00 Payroll Processing Fees	3,386.15	3,400.00	(13.85)	99.59%
5115.00 Annual Audit	9,000.00	9,100.00	(100.00)	98.90%
5120.00 Association Dues	1,599.50	2,000.00	(400.50)	79.98%
5135.00 Gen Liab, Work Comp, Prop Ins	19,483.50	24,000.00	(4,516.50)	81.18%
5140.00 Legal Expense	-	7,500.00	(7,500.00)	0.00%
5143.00 Health District Attorney	19,128.00	19,950.00	(822.00)	95.88%
5144.00 IT Services	-	10,000.00	(10,000.00)	0.00%
5150.00 Website Services	2,808.50	5,000.00	(2,191.50)	56.17%
5160.00 Rodent Abatement Agreement	46,000.00	46,000.00	-	100.00%
5170.00 Grant Consultants	6,000.00	46,000.00	(40,000.00)	13.04%
5185.00 Contractual Services - Vision/Hearing	-	6,000.00	(6,000.00)	0.00%
5190.00 Contractual Services - Dental	-	5,000.00	(5,000.00)	0.00%
5195.00 Contractual Services - Pediatri	-	5,000.00	(5,000.00)	0.00%
Total 5100.00 Contractual Services	132,305.65	213,835.00	(81,529.35)	61.87%

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025-March 2026

	Apr 2025 - Mar 2026	Tentative Budget	Remaining Budget	% of Budget
5300.00 Health Programs			-	
5310.00 Lead Awareness Program	-	2,500.00	(2,500.00)	0.00%
5315.00 Clinics	9,917.37	10,000.00	(82.63)	99.17%
5320.00 Spec. Program - Flu	15,901.74	19,000.00	(3,098.26)	83.69%
5325.00 Spec. Programs - Other	56,529.23	47,500.00	9,029.23	119.01%
5325.02 Special Program-Combined Veteran	-	4,000.00	(4,000.00)	0.00%
5325.03 Berwyn Holiday Fund	5,000.00	5,000.00	-	100.00%
5325.04 Senior Breakfast	2,000.00	2,000.00	-	100.00%
5325.05 Sunday Market	2,203.14	12,000.00	(9,796.86)	18.36%
5325.06 Marketing and Promotion	3,548.18	5,000.00	(1,451.82)	70.96%
5326.00 Spec. Programs - Intergov	10,110.07	35,000.00	(24,889.93)	28.89%
5328.00 Special Programs-Emergency Prep	242.55	5,000.00	(4,757.45)	4.85%
5332.00 Special Prg. - Eyes for Educati	5,904.00	8,500.00	(2,596.00)	69.46%
5334.00 Special Prg.-Health Grants	-	52,400.00	(52,400.00)	0.00%
5336.00 Health Families	1,815.98	25,000.00	(23,184.02)	7.26%
5337.00 Infrastructure Initiatives	629,370.76	1,000,000.00	(370,629.24)	62.94%
5340.00 Participatory Budget	37.41	17,000.00	(16,962.59)	0.22%
5345.00 Mental Health Voucher Program	14,177.41	50,000.00	(35,822.59)	28.35%
5346 New Programs and Initiatives	194,092.98	225,000.00	(30,907.02)	86.26%
Total 5300.00 Health Programs	950,850.82	1,524,900.00	(574,049.18)	62.35%
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	1,890.35	10,000.00	(8,109.65)	18.90%
5410.00 Contingencies	(0.06)	5,000.00	(5,000.06)	0.00%
5413.00 Transaction Processing Fees	3,722.02	6,500.00	(2,777.98)	57.26%
5420.00 Medical Waste Disposal	11,308.16	12,500.00	(1,191.84)	90.47%
5425.00 Official's Bonds	3,500.00	4,000.00	(500.00)	87.50%
5430.00 Death Surcharge Fee	4,788.00	7,500.00	(2,712.00)	63.84%
Total 5400.00 Other Expenditures	25,208.47	45,500.00	(20,291.53)	55.40%
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	55,679.22	47,500.00	8,179.22	117.22%
5510.00 Janitorial Service	4,652.91	8,000.00	(3,347.09)	58.16%
5515.00 Equipment Maintenance Agreement	6,611.08	7,500.00	(888.92)	88.15%
5530.00 Snow Removal	2,530.00	3,500.00	(970.00)	72.29%
Total 5500.00 Repairs and Maintenance	69,473.21	66,500.00	2,973.21	104.47%
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	10,875.12	12,500.00	(1,624.88)	87.00%
5610.00 Medical Supplies	5,047.14	5,000.00	47.14	100.94%

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April 2025-March 2026

	Apr 2025 - Mar 2026	Tentative Budget	Remaining Budget	% of Budget
5615.00 Office Supplies and Expense	14,363.81	15,000.00	(636.19)	95.76%
5620.00 Postage and Meter Rental	4,106.10	5,000.00	(893.90)	82.12%
5625.00 Printing and Publication	2,225.40	10,000.00	(7,774.60)	22.25%
Total 5600.00 Supplies and Materials	36,617.57	47,500.00	(10,882.43)	77.09%
5700.00 Utilities			-	
5710.00 Heat, Light and Water	3,125.00	4,000.00	(875.00)	78.13%
5720.00 Telephone	6,791.85	10,000.00	(3,208.15)	67.92%
Total 5700.00 Utilities	9,916.85	14,000.00	(4,083.15)	70.83%
5800.00 Payroll Expenses			-	
5815.00 Chairman	45,008.31	46,000.00	(991.69)	97.84%
5816.00 Secretary	36,137.38	36,200.00	(62.62)	99.83%
5817.00 Treasurer	34,983.75	36,200.00	(1,216.25)	96.64%
5820.00 Clerks	113,972.27	162,750.00	(48,777.73)	70.03%
5829.0 Interns	6,568.50	45,000.00	(38,431.50)	14.60%
5830.00 Health Director	20,971.20	24,000.00	(3,028.80)	87.38%
5831.00 Taxes - Employer FICA	38,200.35	45,000.00	(6,799.65)	84.89%
5832.00 Taxes - Employer Medicare	8,933.95	10,000.00	(1,066.05)	89.34%
5833.00 Taxes - SUTA	5,337.88	4,500.00	837.88	118.62%
5835.00 Retirement Contribution	2,228.15	15,000.00	(12,771.85)	14.85%
5840.00 Inspectors	62,718.81	110,250.00	(47,531.19)	56.89%
5841.00 Environmental Health Practitioner	68,570.65	65,000.00	3,570.65	105.49%
5845.00 Janitor	25,705.67	30,000.00	(4,294.33)	85.69%
5860.00 Public Health Nurses	194,414.54	197,000.00	(2,585.46)	98.69%
5880.00 Grp Health, Vision, Dental Ins	44,777.82	65,000.00	(20,222.18)	68.89%
Total 5800.00 Payroll Expenses	708,529.23	891,900.00	(183,370.77)	79.44%
Total Expenses	2,233,872.57	3,119,635.00	(885,762.43)	71.61%
Net Operating Income	(1,070,741.33)	(2,071,195.00)	1,000,453.67	51.70%
Net Income	\$ (1,070,741.33)	\$ (2,071,195.00)	\$ 1,000,453.67	51.70%
Beginning net assets	\$ 2,564,273.98			
Ending net assets	\$ 1,493,532.65			



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-A	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Review and Approve Memorandum of Understanding (MOU) with Sears Pharmacy for the Mental Health Program		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- None



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-B	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Consideration of establish deadline for agenda item submissions: 10:00 AM on the Thursday prior to a Monday board meeting		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- None



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-C	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Proposal to reschedule the May Board Meeting to Monday, May 18, at the regular time and location		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health District President		<input type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- None



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-D	ACTION PROPOSED
TITLE	Review and Approve funding for the provision of feminine hygiene products for restroom facilities at the Berwyn Public Library, in an amount not to exceed \$2,500	<input type="checkbox"/> INFORMATIONAL ONLY <input type="checkbox"/> DISCUSS <input checked="" type="checkbox"/> REVIEW <input checked="" type="checkbox"/> APPROVE
SUBMITTED BY	Leticia Garcia, Health Board Secretary	

SUMMARY

ATTACHMENTS

- Feminine Hygiene Products – Clerk Garcia Letter



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT



Jacqueline Pereda
Town Assessor | Health Board Treasurer

A Tradition of Service
David J. Avila
Town Supervisor | Health Board President

Leticia Garcia
Town Clerk | Health Board Secretary

April 10, 2026

**RE: Berwyn Public Library
Feminine Products**

Dear Health Board Members:

The Berwyn Public Library serves as an essential community resource and is one of the few public spaces where residents of all ages may gather to attend programs, study, and access services free of charge. As a result, the Berwyn Public Library experiences a high volume of daily visitors, with women and girls representing approximately half of all patrons.

Feminine products are a basic health necessity for women, and access to these products is widely recognized as an important component of public health. Providing feminine hygiene products in library restrooms helps ensure that patrons are able to remain comfortably and safely in the facility while participating in library services.

I would like to request the Public Health District to provide the Berwyn Public Library with feminine products for the restroom facilities, not to exceed \$2,500.00 a year. In my discussion with Tammy Sheedy, Berwyn Public Library Director, and Christine Lojewski, Community Engagement Manager, it was stated this amount would supply 5 bathrooms with feminine products, in the amount of approximately \$200.00 a month.

Best,

Leticia Garcia
Health Board Secretary



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-E	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Consideration to participate in the Berwyn Public Library 2026 Summer Reading Challenge		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Summer Reading Challenge 2026 – Clerk Garcia Letter and Library Correspondence



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT



Jacqueline Pereda
Town Assessor | Health Board Treasurer

A Tradition of Service
David J. Avila
Town Supervisor | Health Board President

Leticia Garcia
Town Clerk | Health Board Secretary

April 6, 2026

**RE: Berwyn Public Library
2026 Summer Reading Challenge**

Dear Health Board Members:

Attached I have provided some correspondence from Jeannette Hess, Collection Management Librarian.

Ms. Hess is inviting the Berwyn Public Health District to their 2026 Summer Reading Challenge on June 6, 2026, from 10:00 AM – 12:00 PM, and inviting us to share information about the Berwyn Public Health District and its services.

Best,

Leticia Garcia
Health Board Secretary

Heather L. Casper

From: Leticia Garcia
Sent: Monday, March 30, 2026 2:44 PM
To: Heather L. Casper
Subject: FW: Berwyn Library event

From: Jeannette M. Hess <JHess@berwynlibrary.org>
Sent: Friday, February 27, 2026 10:35 AM
To: Leticia Garcia <lgarcia@ci.berwyn.il.us>; jacquelinepereda@berwynassessor.org
Subject: Berwyn Library event

Hello Leticia and Jacqueline -

The Berwyn Public Library is planning an outdoor kickoff event for our 2026 Summer Reading Challenge on **Saturday, June 6, from 10:00AM to 12:00PM.**

The Kickoff Event is a great way to welcome summer and to hear not only about what the library has to offer but that of community organizations.

We hope you will be able to join us on June 6 to share information about the Berwyn Township and its services.

Please let me know whether or not you will be able to attend.

Best-

Jeannette Hess, MLIS

Collection Management Librarian
Berwyn Public Library
2701 S. Harlem Ave.
Berwyn, IL 60402
708-749-6346

jhess@berwynlibrary.org

"We're all stories, in the end.

Just make it a good one, eh?" - The Doctor



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-F	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Review and Approve funding request for Berwyn Public Library Nursing Pod in the amount of \$8,695		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Nursing Pod – Clerk Garcia Letter and Library Correspondence



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT



Jacqueline Pereda
Town Assessor | Health Board Treasurer

A Tradition of Service
David J. Avila
Town Supervisor | Health Board President

Leticia Garcia
Town Clerk | Health Board Secretary

March 31, 2026

**RE: Berwyn Public Library
Nursing Pod**

Dear Health Board Members:

Library Director, Tammy Sheedy, from the Berwyn Public Library sent a communication requesting funding to install a nursing pod at the library.

Nursing pods are to be used to provide a private, clean, ADA-compliant space for breastfeeding or pumping mothers while visiting the library. The library is also legally required to provide appropriate nursing space for staff member, which currently requires the library to temporarily repurpose office space.

Ms. Sheedy, through the Berwyn Public Library, is requesting funding from the Berwyn Public Health District and Berwyn Township for the Nursing Pod, in the amount of \$8,695.00.

Best,

Leticia Garcia
Health Board Secretary



BERWYN PUBLIC LIBRARY

March 30, 2026

Berwyn Township
6600 W. 26th Street
Berwyn, IL 60402

I am writing to request funding to install a nursing pod at the library. Nursing pods provide a private, clean, and ADA-compliant space for breastfeeding or pumping mothers while visiting the library. Currently, the library does not have a designated nursing area, and mothers must use public restrooms or staff offices when accommodations are needed. In addition, the library is legally required to provide appropriate nursing space for staff members, which currently requires us to temporarily repurpose office space.

The library serves as a gathering place for families, and our children's department continues to see increased usage and activity. Installing a nursing pod would allow families with infants to remain at the library longer and more comfortably. While a mother is using the nursing pod, older children can continue exploring books, participating in activities, or using the play areas in the children's department. We already provide diapers for families in need, and the addition of a nursing pod would further strengthen our commitment to supporting caregivers and young families in our community.

I have attached a quote and additional product information for your review and consideration. We have also applied for funding to renovate the second floor to create a larger, more welcoming space for our community, and the addition of a nursing pod would further enhance the experience for families who rely on the library as a safe and supportive environment.

Thank you for your consideration of this funding request. I appreciate your time and support.

Tammy Sheedy
Library Director



pillar nest

Pillar Nest
Specifications

pillar nest





Pillar Nest

Designed for parents. Built to care. The Pillar Nest is a dedicated lactation pod designed to provide privacy, comfort, and dignity for nursing parents. With ergonomic seating, hygienic surfaces, and thoughtful features like a swivel desk and storage for supplies, it creates a calm and supportive space for pumping or breastfeeding at work or in public.

Suitable for offices, universities, airports, warehouses, industrial facilities, and public environments, the Pillar Nest is designed to meet the highest standards of functionality and aesthetics while helping organizations meet compliance requirements.



Pillar Booths are designed to be the industry-leader in sustainability, comfort, and durability.

Sustainable

Sustainably designed with eco-friendly materials, removable acoustic panels, and energy-efficient ventilation and lighting to minimize environmental impact.

Quick assembly

Each Pillar Nest is easy to install, taking less than an hour with two people and a simple tool — no costly construction required.

High quality materials

Made in the USA with a durable steel frame, shatterproof polycarbonate door, and UL-listed electrical and lighting components for long-lasting performance.

Code + compliance

The Pillar Nest is designed to meet federal, state, and local lactation accommodation requirements — including FL-SA, the PUMP Act, and the PWF Act — ensuring full compliance without costly renovations.

Cost effective

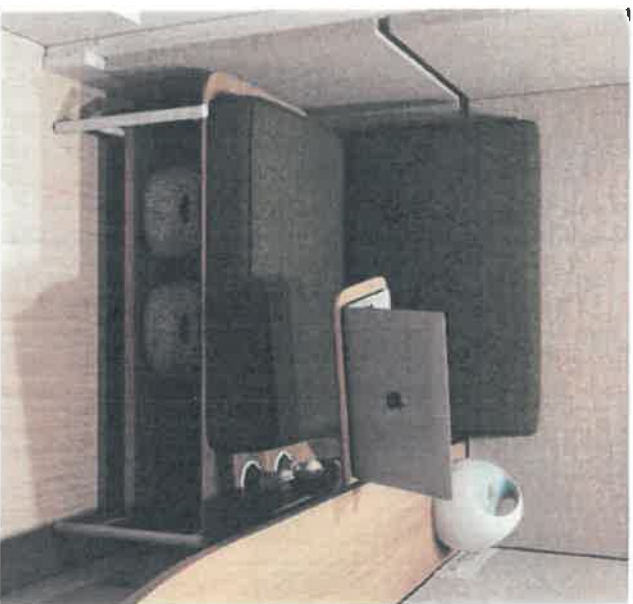
A plug-and-play alternative to building or converting wellness rooms, the Pillar Nest provides a faster, more affordable solution that adapts as your needs evolve.

Made in America

Assembled in Chicago, the Pillar Nest is built in partnership with local suppliers for specialty parts, sustainable materials, and related processes.

Designed for Parents

The Pillar Nest is built around the realities of pumping, attending to a baby, and supporting every aspect of your thoughtful experience. It's designed to support a calm, organized, and parent-centered environment.



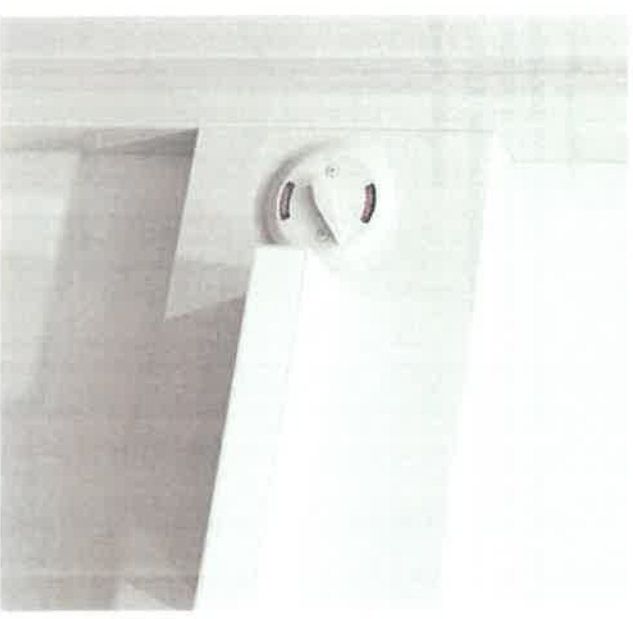
Comfortable seating + work space

Supportive seating, a swivel desk with ample room to work, and a large shelf for supplies make pumping more convenient. Integrated pump bottle holders keep bottles secure to prevent spills, creating a stress-free environment where parents can work or simply take a moment to recharge.



Smart storage + amenities

A versatile credenza with shelving, counter space, and an optional fridge compartment keeps supplies organized. A mirror, accessory hook, and wall shelf add convenience and practicality.



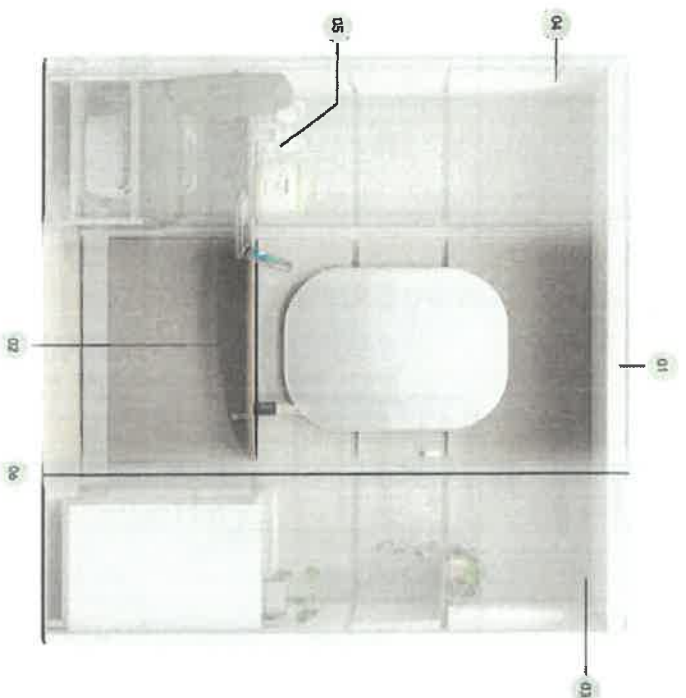
Lockable door

The Pillar Nest features a secure, lockable door with a built-in occupancy indicator, ensuring privacy while signaling availability to others.

pillar

sales@pillarbooth.com
pillarbooth.com

Built for Performance



01 Active ventilation

High-performance fans refresh the air inside the pod every minute, ensuring comfort and peace of mind.



02 Hygienic + acoustic surfaces

The Pillar Nest features easy-to-clean, sanitize-ready materials and removable two-inch sound-absorbing panels, creating a safe, hygienic, calming environment that reduces background noise and ensures privacy.



03 Fire suppression

Quick and easy fire suppression installation — simply unscrew the sprinkler cap to install the sprinkler piping through a pre-drilled opening in the ceiling.



04 LED lighting

Motion-activated LED lights conserve energy while providing bright, consistent illumination.



05 Power + connectivity

Integrated outlets, USB A+C ports, and an Ethernet port, ensure you can connect all your devices simultaneously.



06 Seismic anchors

Anchor your booth to the floor with Pillar Booth's seismic anchors which can easily be bolted to the ground.

Designed Your Way



Custom colors + finishes
Customize the Pillar Nest with a range of finishes, fabrics, and optional door graphics to complement your environment.

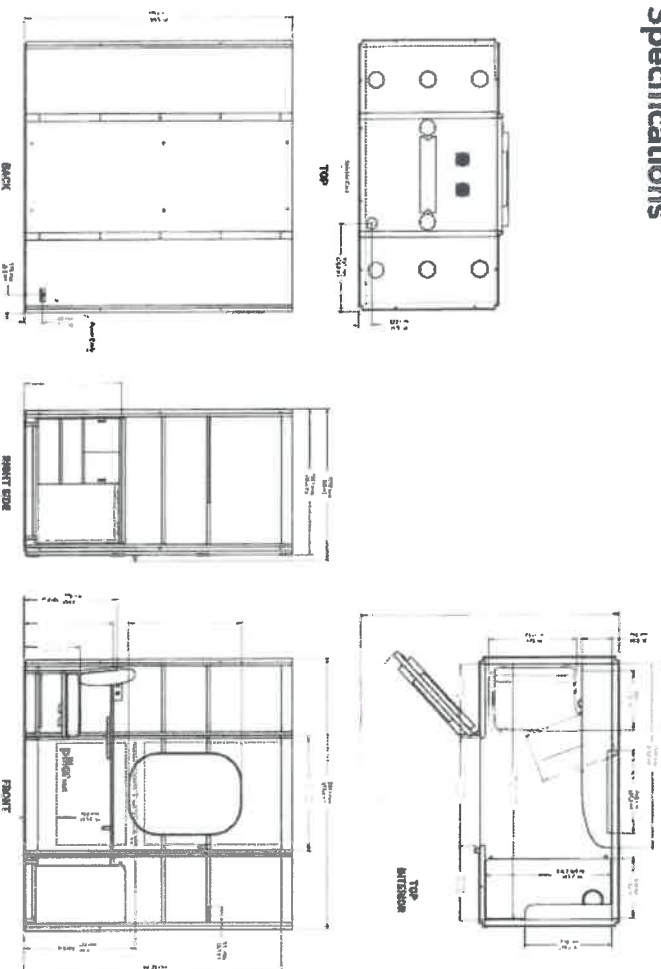


Locking cabinet door
Add a locking cabinet door to conceal the spin shelves in the credenza, creating secure storage for backup supplies while maintaining a clean, professional look.



Additional shelving
Adapt the Pillar Nest to your needs by adding extra shelves in the credenza to replace the fridge, creating more organized storage space and flexibility for different workspace needs.

Specifications



Color + Fabric Options

Standard color	
Steel	White
Wood panels	White
Door handle insert	White
Wall fabric	Muslin
Sofa fabric	Moss



Standard wall fabric Standard seating fabric



Custom colors + finishes

Add door graphics + choose your acoustic panel fabric colors, external wood, and more.



COMI is available upon approval and testing of the material. Custom solutions can add lead-time & cost based on material & availability. All customizations are priced at the time of ordering. Please contact sales@pillarbooth.com.

Warranty

Pillar Booths have a 3-year limited warranty covering defects in parts, materials, or the product as a whole. Read more about our warranty offerings here: www.pillarbooth.com/pages/warranty

Exterior

- 89.9" W x 48.2" D x 88.6" H
- 50" D (with handle)
- 86.6" D (with door open)
- Interior
- 84.7" W x 42.1" D x 85" H
- Desk work area
- 17" W x 9.8" D

Weight

850 lbs

Door

Lockable solid steel frame door with 22" thick polycarbonate and an occupancy indicator

Airflow

2 fans

Power

- 2 outlets | 2 USB ports
- 120v | 3 prong plug
- 15.5 ft. length cord | UL listed

Lighting

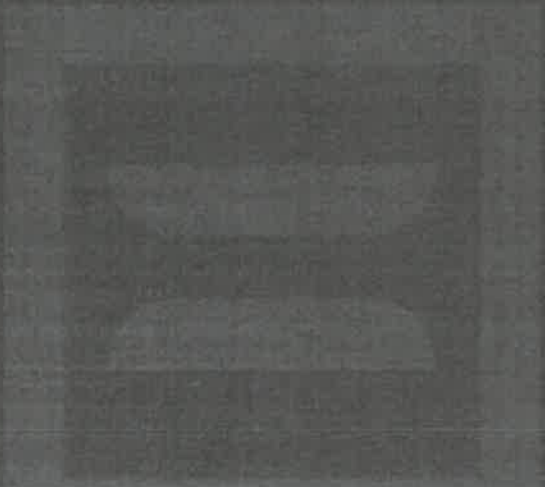
- Four 2.5" diameter puck lights
- 468 Lumens lasting 50,000 hours

Connectivity

Ethernet, CAT5e

Code + compliance

The Pillar Nest is designed to meet federal, state, and local lactation accommodation requirements — including FLSA, the PUMP Act, and the PWF Act — ensuring full compliance without costly renovations.



pillar

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Order Information

Created Date 3/30/2026
Account Name Berwyn Public Library
Contact Email tsheedy@berwynlibrary.org

Address Information

Bill To 2701 South Harlem Avenue Berwyn, IL 60402 United States
Ship To 2701 South Harlem Avenue Berwyn, IL 60402 United States

Order Details

Opportunity Owner Blake Schwartz
Installation [checked]
Payment Terms 100% Paid in Full Prior to Shipment

Table with 5 columns: Product, Quantity, Sales Price, Discount Amount, Total Price. Rows include 'The Nest -Pillar Lactation Pod' and 'Assembly (The Nest)'.

Total Price \$8,695.00
Shipping and Handling \$0.00
Grand Total \$8,695.00

* Total before sales tax. All prices in \$USD.

PILLAR

CUSTOMER

Authorized Signature Date

Authorized Signature Date

Print Name Title

Print Name Title

Pricing valid for 30 days and this agreement is subject to the attached Terms and Conditions

Welcome to the Pillar Community!

If you have any questions concerning this order please contact sales@pillarbooth.com

Pillar Order Form Terms & Conditions

1. **ORDER FORMS.** This Agreement will be implemented through one or more written order forms that reference this Agreement (Order Forms), and shall describe the number of items ordered, the color of items ordered, the delivery details, the price, and the payment details. Any change to the terms of this Agreement within an Order Form will apply only to that specific order.

2. **PRODUCTS.** Pillar sells sound isolating phone booths and other products as described on its website www.pillarbooth.com. Customer wishes to purchase Pillar products in the amount and style specified on the attached Order Form.

3. **CONFIDENTIALITY.** Each party agrees that the pricing and/or business terms contained in each Order Form is Confidential Information. Except as expressly allowed herein, the receiving party will hold in confidence and not use or disclose any Confidential Information and shall similarly bind its employees, consultants, and independent contractors. Except as required by law, upon the expiration or termination of this Agreement, all of the Confidential Information (including any copies) will be returned to the disclosing party or destroyed, and the receiving party will make no further use of such materials. If required by law, the receiving party may disclose Confidential Information of the disclosing party, but will give adequate prior notice of such disclosure to the disclosing party to permit the disclosing party to intervene and to request protective orders or other confidential treatment therefore.

4. **FEES AND TAXES.** Customer shall pay Pillar all Fees as set forth in the Order Form. The fees are exclusive of all taxes, and Customer shall be responsible for payment of all such taxes, excluding those based solely on Pillar's net income. **Shipping and Assembly quotes assume that a loading dock and/or elevator will be made available to the delivery and installation team. Customer understands and agrees that in the event that the installers must navigate stairs or particularly tight quarters an additional fee may be assessed and charged.**

5. **REPRESENTATIONS AND WARRANTIES.** Each party represents, warrants and covenants that: (a) it is a business entity duly organized and validly existing under the laws of the jurisdiction in which it is organized, (b) it has full power and authority to enter into this Agreement and to perform its obligations hereunder, (c) this Agreement is legally binding upon it and enforceable in accordance with its terms, (d) it shall comply with all applicable laws in connection with its performance hereunder and (e) the execution, delivery and performance of this Agreement does not and will not conflict with any agreement, instrument, judgment or understanding, oral or written, to which it is a party or by which it may be bound.

6. **DISCLAIMERS.** Customer acknowledges and agrees that shipping, delivery, and installation of the items ordered may be provided by independent third party providers. Such third parties are solely responsible and liable for providing their services. Pillar's responsibility in connection with third party providers is strictly limited. Pillar makes no warranty, either express or implied, regarding the suitability, safety, insurance or other aspects of any third party services.

7. **INDEMNITY.** Each party hereto will defend, indemnify and hold harmless one another, and their respective parents, subsidiaries, affiliates, officers, employees and agents, from and against any and all third-party claims, demands, judgments, liabilities, losses, and causes of action of any third parties, and any costs (including reasonable attorneys' fees) associated therewith, to the extent arising out of or based upon any breaches of the indemnifying party's representations or warranties hereunder.

8. **LIMITATION OF LIABILITY.** Neither party shall be liable to the other for any special, consequential, punitive, incidental, or indirect damages arising from this Agreement or relating to any breach of this Agreement, regardless of any notice of the possibility of such damages. Notwithstanding the foregoing, nothing in this paragraph is intended to limit or restrict the indemnification rights or obligations of any party under Section 7.

9. **TERM AND TERMINATION.** This Agreement may be terminated by either party at any time, upon thirty (30) days written notice in the event there are no then-current Order Forms in effect. Any termination hereunder shall be effective at the end of the next calendar month following such notice, and any prepaid fees shall not be refunded. Upon any expiration or termination of this Agreement, all corresponding rights, obligations and licenses of the parties shall cease, except that (a) all obligations that accrued prior to the effective date of termination (including without limitation, all payment obligations) shall survive, and (b) the Confidentiality, Fee, Representations and Warranties, Disclaimers, Limitation of Liability, and General Provisions shall survive.

10. **PUBLICITY.** Customer agrees that Pillar may use Customer's name, trademarks, logos and other branding features in connection with the foregoing, and the promotion of Pillar's services, including in any press release or marketing-related communication referencing Customer or discussing the parties' relationship.

11. **WARRANTY AND RETURNS:** Please refer to Pillar's website for warranty and return information.

12. **DISPUTE RESOLUTION.** The parties shall make a good faith attempt to resolve through negotiation any dispute or claim arising out of or related to this Agreement. Within ten (10) business days after notice of a dispute or claim is received by a party, an executive officer of each of the parties shall meet and make a good faith attempt to resolve such dispute or claim. The parties agree to hold such negotiations for a period of at least ten (10) business days, unless such dispute or claim is settled sooner. In the event that any dispute or claim arising out of or related to this Agreement is not settled by the parties within such ten (10) day period, the dispute shall be resolved by binding and confidential arbitration before a single neutral arbitrator with the office of the American Arbitration Association (*AAA*) located in Illinois. All rules governing the arbitration shall be the rules as set forth by the *AAA*. The arbitrator shall apply the substantive law of the State of Illinois, or federal law, or both, as applicable to the claim(s) asserted. The prevailing party shall be entitled to have the non-prevailing party pay its attorneys' fees and other litigation costs in connection with any such arbitration. Notwithstanding the foregoing, any party may seek injunctive or other equitable relief as necessary to avoid irreparable harm upon no less than five (5) business days' advance notice of a hearing at which the other party will have an opportunity to appear.

13. **GENERAL PROVISIONS.** Each party is an independent contractor. This Agreement supersedes all prior written or oral understandings between the parties regarding the subject matter of the Agreement; and it may be modified or waived only in writing. This Agreement shall be governed by the laws of Illinois, without regard to its conflict of law rules. If any provision of this Agreement is determined to be illegal or unenforceable, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect. In the event Pillar is prevented from performing, or is unable to perform, any of its obligations under this Agreement due to any cause beyond its reasonable control, its performance shall be extended for the period of delay or inability to perform due to such occurrence. Neither party shall have the right to assign this Agreement without the other party's prior written consent; provided that, either party may, without such consent, assign this Agreement and its rights and obligations to a successor to substantially all of its business or assets to which this Agreement relates.