



TOWNSHIP BOARD OF TRUSTEES
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.

 TOWNSHIP OF BERWYN BOARD OF TRUSTEES	<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	5:30 PM
		LOCATION	6600 W. 26 th St., 1 st FL Conf. Rm.

AGENDA

1. ROLL CALL
2. OPEN FORUM
3. REVIEW OF FY 25-26 BUDGET VS EXPENDITURES
4. DISCUSSION OF FY 26-27 ANTICIPATED INCREASES IN COST FOR ROUTINE LINE ITEMS
5. ADJOURNMENT

 TOWNSHIP OF BERWYN BOARD OF TRUSTEES	<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	6:00 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. Budget Workshop Meeting on March 9, 2026
 - B. Regular Meeting on March 9, 2026
5. APPROVAL OF TOWN & RELIEF FUNDS PAYABLES & PAYROLL
 - A. Assessor’s Office Payables – March 2026
 - B. Township Fund Payroll & Payables – March 2026
 - C. GA Fund Payroll & Payables – March 2026
6. STATEMENT OF RECEIPTS & DISBURSEMENTS
7. 708 COMMUNITY MENTAL HEALTH BOARD
8. CORRESPONDENCE
9. OLD BUSINESS
10. NEW BUSINESS
 - A. Review and Approve Empowering Women Through Mental Health Workshops – Ortiz
 - 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 participation in the Berwyn Public Library 2026 Summer Reading Challenge – Garcia
- E. 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, Township Clerk		<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 TOWNSHIP
BUDGET WORKSHOP MEETING – MARCH 9, 2026

Call to Order: Township Supervisor Avila called the meeting to order at 5:30 p.m. Present were Trustees Espinoza, Margarites, and Miranda. Also in attendance were Township Clerk Garcia, Township Attorney Zdarsky, Township Accountant Eagan, and Clerk's Office Administrative Assistant Casper.

Open Forum: Supervisor 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: Township Accountant Eagan was recognized and distributed copies of a Budget Development Worksheet listing budget line items from years 2022 through proposed 2027. He led the Trustees 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. A main topic of discussion was the Township reserves being used for the approved Athletic Field. Discussion ensued.

Trustee Ortiz entered the Budget Workshop Meeting at 5:47 p.m.

Attorney Zdarsky suggested Trustee's bring any budget items they want to discuss to the next Budget Workshop Meeting. Discussion ensued.

Town Clerk Garcia suggested promoting the medical bracelet at the new Berwyn Senior Center, as it has a lot of traction in the building through events.

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

The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Leticia Garcia
Township Clerk



BERWYN TOWNSHIP
Regular Meeting – March 9, 2026

Call to Order: Township Supervisor Avila called the meeting to Order at 6:00 PM. Present were Trustees Espinoza, Miranda, Margarites, and Ortiz. Also in attendance were Township Clerk Garcia, Township Accountant Eagan, Township Attorney Zdarsky, and Clerk's Office Administrative Assistant Casper.

Pledge: Attendees rose to recite the Pledge of Allegiance.

Open Forum: Avila opened the floor for Public Comment. Garcia inquired about bringing up the Stop the Bleed Kits during the budget meeting as discussed in the Berwyn Public Health District regular meeting. Avila advised when the item is brought up, it will be referred to budget, and brought back during the next budget meeting. Seeing as no one further 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 Miranda, to approve the Regular Meeting Minutes for February 9, 2026. The motion passed by a unanimous voice vote.

Bills Payable and Payrolls:

A: Assessor's Office Bills Payable and Payroll: Avila made the motion, seconded by Ortiz, to approve the Assessor's Office Payable and Payroll for \$195.80, through March 9, 2026, as submitted. The motion passed with a unanimous roll call vote.

B: Township Fund Bills Payables: Avila made the motion, seconded by Miranda, to approve the General Town Fund bills payable and payroll through March 9, 2026, for \$52,828.51, as submitted. The motion passed with Avila, Miranda, Margarites, and Ortiz voting AYE, Espinoza voting NAY.

C: GA Fund Bills Payable and Payroll: Avila made the motion, seconded by Ortiz, to approve the GA Payroll and payables through March 9, 2026, for \$118,883.48, as submitted. The motion passed with Avila, Miranda, and Ortiz voting AYE, Espinoza and Margarites voting NAY.

6. Statement of Receipts and Disbursements: Eagan was recognized and commented on his monthly report stating the property tax revenue will be lower, as most of the revenue will be collected after the new fiscal year. Eagan stated there would be a \$300,000.00 deficit, as it was approved to spend that amount out of reserves on the field. Avila made the motion, seconded by Miranda, to accept and file this item as informational. The motion passed by a unanimous voice vote.

708 Community Mental Health Board: Ortiz was recognized and presented an update on the Mental Health Board stating the review of applications for the grants will start April 22, 2026. Avila made the motion, seconded by Miranda, to file this update as informational. The motion passed by a unanimous voice vote.

Regular Meeting Minutes of March 9, 2026, continued

Correspondence: Garcia noted a letter was received, and will be addresses later.

Old Business: Nothing submitted.

New Business:

A: Review and Approval of Proposed Budget Transfers: Eagan was recognized and proposed a Budget Transfer Resolution. Discussion ensued. The Budget Transfer Resolution proposed \$34,000.00 from Township Funds, and \$85,885.00 from General Assistance Funds. Avila made the motion, seconded by Ortiz, to approve the Budget Transfer Resolution. The motion passed by a unanimous roll call vote.

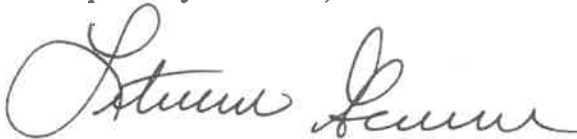
B: Review and Approval of Sponsorship for Fifty (50) “Stop the Bleed” Basic Kits: Garcia was recognized and stated Division Chief Scott Waszak from the Berwyn Fire Department sent a communication requesting the Berwyn Public Health Department and Berwyn Township to sponsor 50 Stop the Bleed Basic Kits for the Community Emergency Response Team (CERT) Program, not to exceed \$2,600.00. Avila made the motion, seconded by Ortiz, 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 Miranda, to approve the IMRF Resolution, which reinstates Avila as the IMRF Agent. The motion passed by a unanimous voice vote.

D: Approval of Annual Town Meeting Agenda: Garcia was recognized and presented the draft Annual Town Meeting Agenda. Garcia confirmed the YMCA room rental was booked, and the check will be dropped off the following week. Garcia stated no further Agenda items were presented, therefor, the Agenda is ready for approval. Avila made the motion, seconded by Margarites, to approve and adopt the Annual Town Meeting Agenda, and go through with posting in compliance. The motion passed by a unanimous voice vote.

Adjournment: There being no further business before the Board, Avila made the motion, seconded by Miranda, to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 6:13 p.m.

Respectfully submitted,



Leticia Garcia
Township Clerk



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 payables and payroll for the Assessor's Office, Township Fund, and Relief (GA) Fund. The report details all invoices, disbursements, and payroll expenditures for the period, ensuring transparency and proper authorization of the Township'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

- A. Assessor's Office Payables
- B. Township Fund Payroll & Payables
- C. GA Fund Payroll & Payables

**Berwyn Township - General Town Fund
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>
INTERIM DISBURSEMENTS						
			NONE			
Total Interim Disbursements						\$ -
INTERCOMPANY						
1a	40211	04/13/26	Berwyn Public Health	2026-04 Rent	5165.00	\$ 3,503.50
1b				Calendly	5144.00	768.00
Total Intercompany						\$ 4,271.50
DISBURSEMENTS TO VENDORS						
1	40210	04/13/26	AR Electric	office equip relocation & repairs	5440.00	\$ 940.00
2	40207	04/13/26	BCBS - Profile 43806	2026-04 insurance premiums	5880.00	5,192.02
3	40212	04/13/26	CNA Surety Direct Bill	Supervisor's Bond - 5/17/26-5/17/27	5425.00	3,500.00
4	40219	04/13/26	Dearborn Life Insurance Company	2026-04 insurance premiums	5880.00	33.12
5	40208	04/13/26	GPC Digital	website annual upgrade	5144.00	2,125.00
6	40215	04/13/26	Lawrence Zdarsky	2026-04 Legal Services	5143.00	887.00
7	40218	04/13/26	Quill Corporation	kleenex, dawn, ziploc bags	5615.00	155.67
8a	40213	04/13/26	Selden Fox, Ltd.	2026-04 Accounting Services	5105.00	1,076.00
8b				2026-04 Software	5106.00	100.00
9a	40217	04/13/26	TechPro, Inc.	Full IT service contract	5015.00	9,378.00
9b				Monthly phone hosting, split w Health	5615.00	210.00
10	40206	04/13/26	Township Supervisors of Illinois	2026 dues	5120.00	30.00
11	40214	04/13/26	Unlimited Fire Restoration Inc.	remaining bal-fire services; window replacement	5530.00	2,053.17
12	40209	04/13/26	Vision Service Plan	2026-04 insurance premiums	5880.00	182.22
Total Disbursements to Vendors						\$ 25,862.20
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	03/09/26	Board checks	Gross board payroll - March	various	\$ 9,087.50
2	EFT	03/13/26	Gross Payroll	Gross payroll - 2/26/26 -3/10/26	various	6,349.46
3	EFT	03/13/26	Payroll withholdings	Payroll taxes - 2/26/26 - 3/10/26	various	1,189.24
4	EFT	03/13/26	Employer IMRF Obligation	IMRF match - 2/26/26 - 3/10/26	5835.00	1,907.70
5	EFT	03/31/26	Gross Payroll	Gross payroll -3/11/26 -3/25/26	various	6,307.46
6	EFT	03/31/26	Payroll withholdings	Payroll taxes - 3/11/26 - 3/25/26	various	494.10
7	EFT	03/31/26	Employer IMRF Obligation	IMRF match - 3/11/26 - 3/25/26	5835.00	594.92
Total Payroll & Withholding Disbursements						\$ 25,930.38
Total Disbursements for Approval						\$ 56,064.08
Reconciled Cash Balance at 3/31/26-Byline Bank checking						\$ 88,528.56
Reconciled Cash Balance at 3/31/26-Republic Bank checking						244,091.34
Reconciled Cash Balance at 3/31/26-Republic Bank sweep						59,189.74
Total						\$ 391,809.64

Berwyn Township - General Town Fund (Assessor)
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>
INTERIM DISBURSEMENTS						
			NONE			<u> </u>
				Total Interim Disbursements		\$ -
INTERCOMPANY						
			NONE			<u> </u>
				Total Intercompany		\$ -
DISBURSEMENTS TO VENDORS						
1a	40216	04/13/26	Jacqueline Pereda	2026-03 Nationbuilder; billing period 3/7-4/6/26	5230.00	\$ 104.00
1b				Reimbursement -food at IPAI Conference	5215.00	<u>123.10</u>
				Total Disbursements to Vendors		\$ 227.10
				Total Disbursements for Approval		\$ 227.10

Berwyn Township - General Assistance Fund
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>
INTERIM DISBURSEMENTS						
1	ACH	03/06/26	Amazon Capital Services	medical ID Bracelets	5440.00	\$ 12.48
2	41093	03/11/26	Ebenezer Community Care	Van	5444.00	55,407.00
3	ACH	03/27/26	Amazon Capital Services	medical ID Bracelets	5440.00	33.44
Total Interim Disbursements						\$ 55,452.92
INTERCOMPANY						
1	41097	04/13/26	Berwyn Public Health District	2026-04 Rent	5165.00	\$ 2,866.50
2	41094	04/13/26	Berwyn Township	Payroll Reimbursement	5803.00	4,323.52
Total Intercompany						\$ 7,190.02
DISBURSEMENTS TO FLAT GRANT RECIPIENTS						
1	41102	04/13/26		2026-03 Flat grant	5350.00	\$ 456.00
2	41103	04/13/26		2026-03 Flat grant	5350.00	456.00
3	41104	04/13/26		2026-03 Flat grant	5350.00	456.00
4	41105	04/13/26		2026-03 Flat grant	5350.00	456.00
5	41106	04/13/26		2026-03 Flat grant	5350.00	456.00
6	41107	04/13/26		2026-03 Flat grant	5350.00	456.00
7	41108	04/13/26		2026-03 Flat grant	5350.00	456.00
8	41109	04/13/26		2026-03 Flat grant	5350.00	456.00
9	41110	04/13/26		2026-03 Flat grant	5350.00	456.00
10	41111	04/13/26		2026-03 Flat grant	5350.00	456.00
11	41112	04/13/26		2026-03 Flat grant	5350.00	456.00
12	41113	04/13/26		2026-03 Flat grant	5350.00	456.00
13	41114	04/13/26		2026-03 Flat grant	5350.00	456.00
14	41115	04/13/26		2026-03 Flat grant	5350.00	456.00
15	41116	04/13/26		2026-03 Flat grant	5350.00	456.00
16	41117	04/13/26		2026-03 Flat grant	5350.00	456.00
17	41118	04/13/26		2026-03 Flat grant	5350.00	456.00
18	41119	04/13/26		2026-03 Flat grant	5350.00	456.00
19	41120	04/13/26		2026-03 Flat grant	5350.00	456.00
20	41121	04/13/26		2026-03 Flat grant	5350.00	456.00
21	41122	04/13/26		2026-03 Flat grant	5350.00	456.00
22	41123	04/13/26		2026-03 Flat grant	5350.00	456.00
23	41124	04/13/26		2026-03 Flat grant	5350.00	456.00
24	41125	04/13/26		2026-03 Flat grant	5350.00	456.00
25	41126	04/13/26		2026-03 Flat grant	5350.00	456.00
26	41127	04/13/26		2026-03 Flat grant	5350.00	456.00
27	41128	04/13/26		2026-03 Flat grant	5350.00	456.00
28	41129	04/13/26		2026-03 Flat grant	5350.00	456.00
29	41130	04/13/26		2026-03 Flat grant	5350.00	456.00
30	41131	04/13/26		2026-03 Flat grant	5350.00	456.00
31	41132	04/13/26		2026-03 Flat grant	5350.00	456.00
32	41133	04/13/26		2026-03 Flat grant	5350.00	456.00
33	41134	04/13/26		2026-03 Flat grant	5350.00	456.00
34	41135	04/13/26		2026-03 Flat grant	5350.00	456.00
35	41136	04/13/26		2026-03 Flat grant	5350.00	456.00
36	41137	04/13/26		2026-03 Flat grant	5350.00	456.00
37	41138	04/13/26		2026-03 Flat grant	5350.00	456.00
38	41139	04/13/26		2026-03 Flat grant	5350.00	456.00
39	41140	04/13/26		2026-03 Flat grant	5350.00	456.00
40	41141	04/13/26		2026-03 Flat grant	5350.00	456.00
41	41142	04/13/26		2026-03 Flat grant	5350.00	456.00
42	41143	04/13/26		2026-03 Flat grant	5350.00	456.00
43	41144	04/13/26		2026-03 Flat grant	5350.00	456.00
44	41145	04/13/26		2026-03 Flat grant	5350.00	456.00
45	41146	04/13/26		2026-03 Flat grant	5350.00	456.00
46	41147	04/13/26		2026-03 Flat grant	5350.00	456.00
47	41148	04/13/26		2026-03 Flat grant	5350.00	456.00
48	41149	04/13/26		2026-03 Flat grant	5350.00	456.00
49	41150	04/13/26		2026-03 Flat grant	5350.00	456.00
50	41151	04/13/26		2026-03 Flat grant	5350.00	456.00
51	41152	04/13/26		2026-03 Flat grant	5350.00	456.00
52	41153	04/13/26		2026-03 Flat grant	5350.00	456.00
53	41154	04/13/26		2026-03 Flat grant	5350.00	456.00
54	41155	04/13/26		2026-03 Flat grant	5350.00	456.00
55	41156	04/13/26		2026-03 Flat grant	5350.00	456.00
56	41157	04/13/26		2026-03 Flat grant	5350.00	456.00
57	41158	04/13/26		2026-03 Flat grant	5350.00	456.00
58	41159	04/13/26		2026-03 Flat grant	5350.00	456.00
59	41160	04/13/26		2026-03 Flat grant	5350.00	456.00
60	41161	04/13/26		2026-03 Flat grant	5350.00	456.00
61	41162	04/13/26		2026-03 Flat grant	5350.00	456.00
62	41163	04/13/26		2026-03 Flat grant	5350.00	456.00

Berwyn Township - General Assistance Fund
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>
63	41164	04/13/26		2026-03 Flat grant	5350.00	456.00
64	41165	04/13/26		2026-03 Flat grant	5350.00	456.00
65	41166	04/13/26		2026-03 Flat grant	5350.00	456.00
66	41167	04/13/26		2026-03 Flat grant	5350.00	456.00
67	41168	04/13/26		2026-03 Flat grant	5350.00	456.00
68	41169	04/13/26		2026-03 Flat grant	5350.00	456.00
69	41170	04/13/26		2026-03 Flat grant	5350.00	456.00
70	41171	04/13/26		2026-03 Flat grant	5350.00	456.00
71	41172	04/13/26		2026-03 Flat grant	5350.00	456.00
72	41173	04/13/26		2026-03 Flat grant	5350.00	456.00
73	41174	04/13/26		2026-03 Flat grant	5350.00	456.00
74	41175	04/13/26		2026-03 Flat grant	5350.00	456.00
75	41176	04/13/26		2026-03 Flat grant	5350.00	456.00
76	41177	04/13/26		2026-03 Flat grant	5350.00	456.00
77	41178	04/13/26		2026-03 Flat grant	5350.00	456.00
78	41179	04/13/26		2026-03 Flat grant	5350.00	456.00
79	41180	04/13/26		2026-03 Flat grant	5350.00	456.00
80	41181	04/13/26		2026-03 Flat grant	5350.00	456.00
81	41182	04/13/26		2026-03 Flat grant	5350.00	456.00
82	41183	04/13/26		2026-03 Flat grant	5350.00	456.00
83	41184	04/13/26		2026-03 Flat grant	5350.00	456.00
Total Disbursements to Flat Grant Recipients						\$ 37,846.00
DISBURSEMENTS TO VENDORS						
1	41099	04/13/26	Blue Cross Blue Shield	2026-04 insurance premiums	5880.00	\$ 973.50
2	41096	04/13/26	Clarity Technology Group, Inc.	service contract license + additional license	5030.00	1,800.00
3	41101	04/13/26	Dearborn Life Insurance Company	2026-04 insurance premiums	5880.00	8.28
4	41100	04/13/26	Lawrence Zdarsky	2026-04 Legal services	5143.00	354.00
5a	41098	04/13/26	Selden Fox, Ltd.	2026-04 Accounting Services	5105.00	999.00
5b				2026-04 Software	5615.00	100.00
6	41095	04/13/26	Vision Service Plan	2026-04 insurance premiums	5880.00	16.02
Total Disbursements to Vendors						\$ 4,250.80
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	EFT	03/13/26	Gross Payroll	Gross payroll - 2/26/26 -3/10/26	5803.00	\$ 1,704.30
2	EFT	03/13/26	Payroll withholdings	Payroll taxes - 2/26/26 - 3/10/26	various	145.64
3	EFT	03/13/26	Employer IMRF Obligation	IMRF match - 2/26/26 - 3/10/26	5835.00	331.15
4	EFT	03/31/26	Gross Payroll	Gross payroll -3/11/26 -3/25/26	5803.00	1,704.30
5	EFT	03/31/26	Payroll withholdings	Payroll taxes - 3/11/26 - 3/25/26	various	145.64
6	EFT	03/31/26	Employer IMRF Obligation	IMRF match - 3/11/26 - 3/25/26	5835.00	331.15
Total Payroll & Withholding Disbursements						\$ 4,362.18
Total Disbursements for Approval						\$ 109,103.92
Reconciled Cash Balance at 3/31/26-Byline Bank checking						\$ 146,120.00
Reconciled Cash Balance at 3/31/26-Republic Bank checking						490,323.00
Reconciled Cash Balance at 3/31/26-Republic Bank sweep						300,202.69
Total						\$ 936,645.69

**BERWYN TOWNSHIP
GENERAL ASSISTANCE PROGRAM**

Activity Report for Month of: March 2026

CASELOAD	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Clients from Previous Month	81	0
(+) New Cases/Reinstated	2	0
(-) Terminated Cases	0	0
Clients End-of-Month Total	83	0

Client Eligibility Status	# of Clients
EXEMPT (SSI/SSDI case pending)	24
RESTRICTED (Temporarily disabled)	30
ABLE (Unemployed and seeking work)	29

INQUIRIES	GENERAL ASSISTANCE	EMERGENCY ASSISTANCE
Total Assistance Application Requests	2	10
Applications In-Process	0	0
Applications Approved	2	0
Applications Denied	0	0
<i>No show/Unable to contact</i>	0	0
<i>Excess Income</i>	0	0
<i>Eligible for other agency funds</i>	0	0
<i>Incomplete app/docs</i>	0	0
<i>Other (Describe)</i>	0	0
Total Applicants Referred Other Agency	0	10

OTHER APPLICATION ASSISTANCE	March	TOTAL 2026 YTD
Access To Care	1	1
Benefit Access Program	2	4
Emergency ID Bracelet	2	8
Medicaid/Medicare	0	0

Respectfully,
Cynthia Arreola, GA Coordinator

CERTIFICATE

TOWN CLERK OF BERWYN TOWNSHIP
COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Township Trustees of Berwyn Township, 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 Township Town Fund and that we hereby approve said claims or charges and direct the Supervisor to pay the same aforesaid vouchers and payroll consisting of 2 pages.

_____ Trustee
_____ Trustee
_____ Trustee
_____ Trustee
_____ Supervisor

CERTIFICATE

I, the undersigned, Town Clerk of Berwyn Township, Cook County, Illinois, certify and state as follows:

that the Board of Township Trustees of said Township 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.

_____ Town Clerk

Countersigned

_____ Supervisor

CERTIFICATE

TOWN CLERK OF BERWYN TOWNSHIP GENERAL ASSISTANCE
COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Township Trustees of Berwyn Township, 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 Township General Assistance Fund and that we hereby approve said claims or charges and direct the Supervisor to pay the same aforesaid vouchers and payroll consisting of 1 page

_____ Trustee

_____ Trustee

_____ Trustee

_____ Trustee

_____ Supervisor

CERTIFICATE

I, the undersigned, Town Clerk of Berwyn Township, Cook County, Illinois, certify and state as follows:

that the Board of Township Trustees of said Township 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.

_____ Town Clerk

Countersigned

_____ Supervisor



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*, summarizing year-to-date financial activity for the Township and GA Funds. This report is 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 Trustees
Berwyn Township
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 for the General Town Fund and General Assistance Fund of **Berwyn Township**. 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 Township**. 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 Township.

Selden Fox, Ltd.

April 14, 2026

Berwyn Township
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				
4100.00 Property Tax	\$ 296,097.15	\$ 450,000.00	\$ (153,902.85)	65.80%
4200.00 Replacement Tax	40,191.56	65,000.00	(24,808.44)	61.83%
4330.00 Miscellaneous Income		2,000.00	(2,000.00)	0.00%
4400.00 Interest Income	14,416.10	2,500.00	11,916.10	576.64%
Total Income	350,704.81	519,500.00	(168,795.19)	67.51%
Gross Profit	350,704.81	519,500.00	(168,795.19)	67.51%
Expenses				
5000.00 Capital Outlay			-	
5015.00 Equipment	-	7,500.00	(7,500.00)	0.00%
5017.00 Park Improvements and Equipment	-	5,000.00	(5,000.00)	0.00%
5020.00 Office Furnishings	1,379.97	4,000.00	(2,620.03)	34.50%
Total 5000.00 Capital Outlay	1,379.97	16,500.00	(15,120.03)	8.36%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	12,912.00	12,844.00	68.00	100.53%
5106.00 Payroll Processing Fees	1,219.30	2,520.00	(1,300.70)	48.38%
5115.00 Annual Audit	4,625.00	4,750.00	(125.00)	97.37%
5120.00 Association Dues	2,529.94	3,000.00	(470.06)	84.33%
5135.00 General Liability Insurance	6,141.75	10,000.00	(3,858.25)	61.42%
5140.00 Legal Expense	-	10,000.00	(10,000.00)	0.00%
5143.00 Town Attorney	10,643.00	10,500.00	143.00	101.36%
5144.00 Website Costs	768.00	1,500.00	(732.00)	51.20%
5145.00 Newsletter/Website	-	5,000.00	(5,000.00)	0.00%
5155.00 Town Board Educ, Trans, Travel	4,358.08	5,500.00	(1,141.92)	79.24%
5165.00 Office Rent - Rent & Services	42,042.00	42,042.00	-	100.00%
Total 5100.00 Contractual Services	85,239.07	107,656.00	(22,416.93)	79.18%
5200 Assessor's Office			-	
5210.00 Assessor Educ, Trans, Travel	1,707.67	3,000.00	(1,292.33)	56.92%
5215.00 Assessor's Office Supplies	803.14	975.00	(171.86)	82.37%
5220.00 Assessor's Office Equipment	2,097.13	3,250.00	(1,152.87)	64.53%
5225.00 Assessor's Printing and Publica	-	2,500.00	(2,500.00)	0.00%
5230.00 Assessor's Web Hosting/ IT	1,844.38	4,900.00	(3,055.62)	37.64%
5240.00 Assessor's Office Budget	656.25	3,000.00	(2,343.75)	21.88%
5877.00 Assessor's Office Staff	110,370.91	109,000.00	1,370.91	101.26%
Total 5200 Assessor's Office	117,479.48	126,625.00	(9,145.52)	92.78%

Berwyn Township
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
5400.00 Other Expenditures			-	
5410.00 Contingencies	940.26	2,500.00	(1,559.74)	37.61%
5425.00 Officials' Bonds	3,500.00	4,000.00	(500.00)	87.50%
5440.00 Special Events & Programs	16,344.19	25,000.00	(8,655.81)	65.38%
5440.02 Community Outreach	1,428.45	2,500.00	(1,071.55)	57.14%
5440.03 Dumpster Days	32,262.59	35,000.00	(2,737.41)	92.18%
5440.04 Senior Breakfast	2,000.00	2,000.00	-	100.00%
5440.05 Holiday Fund	5,000.00	5,000.00	-	100.00%
5440.06 Community Hero	1,271.00	4,000.00	(2,729.00)	31.78%
5440.07 Intergovernmental	-	15,000.00	(15,000.00)	0.00%
5440.08 New Programs and Initiatives	390,596.86	600,000.00	(209,403.14)	65.10%
5440.09 Emergency Preparedness Training	-	1,500.00	(1,500.00)	0.00%
5440.10 Senior Resource & Dance	-	1,500.00	(1,500.00)	0.00%
5440.11 Mentorship program	-	1,500.00	(1,500.00)	0.00%
Total 5440.00 Special Events & Programs	448,903.09	693,000.00	(244,096.91)	64.78%
5442.00 Participatory Budget	37.41	12,000.00	(11,962.59)	0.31%
5444.00 Emergency Preparedness	-	5,000.00	(5,000.00)	0.00%
5450.00 Decorating	21.37	1,000.00	(978.63)	2.14%
5470.00 Record Retention	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	453,402.13	718,500.00	(265,097.87)	63.10%
5500.00 Repairs and Maintenance			-	
5520.00 Landscaping	1,530.00	5,500.00	(3,970.00)	27.82%
5530.00 Town Park - Maint & Operations	-	6,000.00	(6,000.00)	0.00%
5540.00 Snow Removal	2,530.00	3,000.00	(470.00)	84.33%
Total 5500.00 Repairs and Maintenance	4,060.00	14,500.00	(10,440.00)	28.00%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	4,236.23	7,000.00	(2,763.77)	60.52%
5620.00 Postage	-	2,000.00	(2,000.00)	0.00%
5625.00 Printing and Publication	1,618.22	2,000.00	(381.78)	80.91%
5635.00 Clerk's Budget	-	100.00	(100.00)	0.00%
Total 5600.00 Commodities	5,854.45	11,100.00	(5,245.55)	52.74%
5800.00 Personnel Expenses			-	
5830.00 Taxes - Employer FICA	17,159.28	23,500.00	(6,340.72)	73.02%
5831.00 Taxes - Employer Medicare	4,013.06	6,500.00	(2,486.94)	61.74%
5832.00 Taxes - SUTA	261.58	2,050.00	(1,788.42)	12.76%
5835.00 Retirement Contribution	33,627.67	56,000.00	(22,372.33)	60.05%
5875.00 Township Assessor	30,687.50	33,600.00	(2,912.50)	91.33%

Berwyn Township
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
5880.00 Group Health Insurance	47,680.28	55,000.00	(7,319.72)	86.69%
5885.00 Board of Trustees	12,600.00	12,500.00	100.00	100.80%
5890.00 Township Clerk	15,849.60	20,000.00	(4,150.40)	79.25%
5895.00 Township Supervisor	46,031.25	50,000.00	(3,968.75)	92.06%
5898.00 Clerical	65,244.25	71,000.00	(5,755.75)	91.89%
5899.00 Clerk's Office Staff	1,218.55	2,000.00	(781.45)	60.93%
Total 5800.00 Personnel Expenses	274,373.02	332,150.00	(57,776.98)	82.61%
Total Expenses	941,788.12	1,327,031.00	(385,242.88)	70.97%
Net Operating Income	(591,083.31)	(807,531.00)	216,447.69	73.20%
Net Income	(591,083.31) \$	(807,531.00) \$	216,447.69	73.20%
 Beginning net assets	 1,070,934.49			
 Ending net assets	 \$ 479,851.18			

Berwyn General Assistance Fund
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				
4100.00 Property Tax	\$ 251,491.78	\$ 440,000.00	\$ (188,508.22)	57.16%
4700.00 Investment Income	58,034.46	25,000.00	33,034.46	232.14%
4900.00 Interest Income	16,740.71	5,000.00	11,740.71	334.81%
Total Income	326,266.95	470,000.00	(143,733.05)	69.42%
Gross Profit	326,266.95	470,000.00	(143,733.05)	69.42%
Expenses				
5000.00 Capital Outlay			-	
5015.00 Equipment	-	7,000.00	(7,000.00)	0.00%
5030.00 Computer/GA Tracking Program	1,800.00	4,000.00	(2,200.00)	45.00%
Total 5000.00 Capital Outlay	1,800.00	11,000.00	(9,200.00)	16.36%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	14,304.18	15,500.00	(1,195.82)	92.29%
5115.00 Annual Audit	4,625.00	4,700.00	(75.00)	98.40%
5120.00 Association Dues	50.00	800.00	(750.00)	6.25%
5135.00 Gen. Liability Insurance	3,475.75	6,000.00	(2,524.25)	57.93%
5140.00 Legal Expense	-	3,000.00	(3,000.00)	0.00%
5143.00 Town Attorney	4,247.00	4,200.00	47.00	101.12%
5145.00 Newsletter/Website	-	7,000.00	(7,000.00)	0.00%
5155.00 GA Education, Transport & Travel	-	2,000.00	(2,000.00)	0.00%
5165.00 Office Rent - Rent & Services	34,398.00	35,000.00	(602.00)	98.28%
5180.00 Insurance - Catastrophic	5,644.00	6,000.00	(356.00)	94.07%
Total 5100.00 Contractual Services	66,743.93	84,200.00	(17,456.07)	79.27%
5300.00 Assistance Programs			-	
5340.00 Statutory Burial Expenses	-	2,500.00	(2,500.00)	0.00%
5350.00 Relief - Flat Grant	361,282.00	407,185.00	(45,903.00)	88.73%
5355.00 Hospitalization Exp / Inst Care	-	15,000.00	(15,000.00)	0.00%
5356.00 Medical Assistance	-	10,000.00	(10,000.00)	0.00%
Total 5300.00 Assistance Programs	361,282.00	434,685.00	(73,403.00)	83.11%
5400.00 Other Expenditures			-	
5410.00 Contingencies	-	1,615.00	(1,615.00)	0.00%
5435.00 Access to Care	(3.00)	4,000.00	(4,003.00)	-0.08%
5440.00 Special Events & Programs	10,027.60	25,000.00	(14,972.40)	40.11%
5442.00 Participatory Budget	-	7,450.00	(7,450.00)	0.00%
5444.00 Emergency Assistance Program	105,658.57	150,000.00	(44,341.43)	70.44%

Berwyn General Assistance Fund
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
5460.00 Office Furnishings	-	4,000.00	(4,000.00)	0.00%
5470.00 Record Retention/Disposal	-	1,000.00	(1,000.00)	0.00%
Total 5400.00 Other Expenditures	115,683.17	193,065.00	(77,381.83)	59.92%
5600.00 Commodities			-	
5615.00 Office Supplies and Expense	577.77	1,000.00	(422.23)	57.78%
5620.00 Postage	-	500.00	(500.00)	0.00%
5625.00 Printing and Publication	-	2,000.00	(2,000.00)	0.00%
Total 5600.00 Commodities	577.77	3,500.00	(2,922.23)	16.51%
5800.00 Personnel Expenses			-	
5803.00 Intake Personnel	38,105.48	90,000.00	(51,894.52)	42.34%
5830.00 Taxes - Employer FICA	2,536.01	4,000.00	(1,463.99)	63.40%
5831.00 Taxes - Employer Medicare	593.09	1,000.00	(406.91)	59.31%
5832.00 Taxes - SUTA	101.02	400.00	(298.98)	25.26%
5835.00 Retirement Contribution	6,736.06	12,000.00	(5,263.94)	56.13%
5880.00 Group Health Insurance	10,216.13	25,000.00	(14,783.87)	40.86%
Total 5800.00 Personnel Expenses	58,287.79	132,400.00	(74,112.21)	44.02%
Total Expenses	604,374.66	858,850.00	(254,475.34)	70.37%
Net Operating Income	(278,107.71)	(388,850.00)	110,742.29	71.52%
Net Income	\$ (278,107.71)	\$ (388,850.00)	\$ 110,742.29	71.52%
Beginning net assets	\$ 2,866,332.11			
Ending net assets	\$ 2,588,224.40			



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	7-A	ACTION PROPOSED	<input checked="" type="checkbox"/> INFORMATIONAL ONLY
TITLE	Berwyn 708 Community Mental Health Board Brief Update		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Allen Doederlein, Executive Director, B708CMHB		<input type="checkbox"/> REVIEW
			<input type="checkbox"/> APPROVE

SUMMARY

Berwyn Township Board of Trustees:

I. The Berwyn Township 708 Community Mental Health Board appreciated hearing from Supervisor David Avila, Medical Director Brad Wainer, and Mental Health Program Consultant Anne Hostetter regarding the Health District's 2026-2027 grant proposal.

II. The 708 Board's 2026-2027 Budget Allocation Meeting will take place in the Berwyn Public Health District building conference room at 3:30 p.m. on Wednesday, April 22, 2026.

III. Meanwhile the next regular meeting is 7:00 p.m., Monday, May 18, 2026.

ATTACHMENTS

- *None*



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

AGENDA ITEM	10-A	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Review and Approve Empowering Women Through Mental Health Workshops		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Zulema Ortiz, Trustee		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Women's Month Activity Proposal – Empowering Women Through Mental Health Workshops

Women's Month Activity Proposal

Empowering Women Through Mental Health Workshops

In celebration of Women's Month, I propose a series of activities designed to honor, empower, and support women within our community. A key focus will be mental health, recognizing its vital role in overall well-being and success. The following activities are recommended:

- **Mental Health Workshops:** Host interactive workshops led by licensed therapists, focusing on stress management, mindfulness, and self-care techniques tailored specifically for women.
- **Panel Discussions:** Bring together mental health professionals and women leaders to share insights, personal stories, and strategies for thriving in both professional and personal spheres.
- **Support Circles:** Create safe spaces for women to connect, share experiences, and offer peer support through facilitated group discussions.
- **Wellness Breaks:** Integrate short, guided meditation or yoga sessions throughout the month to promote relaxation and mental clarity.
- **Resource Sharing:** Distribute information and materials about mental health services, hotlines, and community organizations dedicated to women's wellness.

Estimated Budget (Draft)

Activity	Budget items	Estimated cost (USD)
Mental Health Workshops	<ul style="list-style-type: none">• Facilitator/therapist honorarium (1-2 sessions)• Materials/handouts• Light refreshments	\$800-\$2,000
Panel Discussions	<ul style="list-style-type: none">• Moderator honorarium (optional)• Speaker thank-you gifts• A/V and room setup (if needed)• Light refreshments	\$300-\$1,200
Support Circles	<ul style="list-style-type: none">• Facilitator stipend (optional)• Printed prompts/resources• Refreshments	\$150-\$600

Wellness Breaks (Meditation/Yoga)	<ul style="list-style-type: none"> • Instructor fees (weekly or biweekly) • Mats/props (if not available) 	\$200–\$1,000
Resource Sharing	<ul style="list-style-type: none"> • Digital toolkit design • Printing (optional) 	\$50–\$300
Estimated total (depending on scope & vendor rates)		\$1,500–\$5,100

Notes/assumptions: Estimates assume 20–50 participants, use of existing internal meeting space and basic A/V. Costs vary based on number of sessions, whether facilitators are internal vs. external, and refreshment choices.

These activities aim not only to raise awareness about mental health but also to provide practical tools and a supportive environment for women to thrive. By prioritizing mental health, we foster resilience, confidence, and a sense of community among all participants.



AGENDA ITEM SUMMARY

MEETING DATE: APRIL 20, 2026

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

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, Township Supervisor		<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	<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, Township Clerk		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

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

David J. Avila
Town Supervisor

Leticia Garcia
Town Clerk

Jacqueline Pereda
Town Assessor

TOWNSHIP OF BERWYN

A Tradition of Service



Township Trustees
Edward Espinoza
Nicholas Margarites
Jesse Miranda
Zulema Ortiz

April 6, 2026

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

Dear Township Supervisor and Trustees:

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

Ms. Hess is inviting the Berwyn Township 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 Township and its services.

Best,

Leticia Garcia
Town Clerk

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-E	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, Township Clerk		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Nursing Pod – Clerk Garcia Letter and Library Correspondence

David J. Avila
Town Supervisor

Leticia Garcia
Town Clerk

Jacqueline Pereda
Town Assessor

TOWNSHIP OF BERWYN

A Tradition of Service



Township Trustees

Edward Espinoza
Nicholas Margarites
Jesse Miranda
Zulema Ortiz

March 31, 2026

**RE: Berwyn Public Library
Nursing Pod**

Dear Township Supervisor and Trustees:

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
Town Clerk



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 for care. The Pillar Nest is a dedicated lactation room designed to create 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 FLSD, the PUMP Act, and the PWF Act — ensuring full compliance without costly renovations.

Cost effective

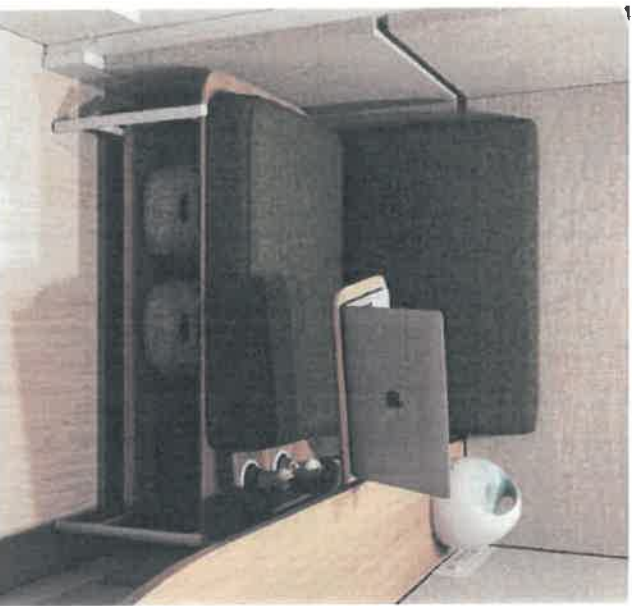
A plug-and-play alternative to building or converting wellness rooms, the Pillar Nest provides a faster, more affordable solution that adapts as your needs evolve.

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 nursing, offering comfort, privacy, and more in every detail — from ergonomic seating that helps keep you steady on your feet, to built-in support for your laptop, tablet, and parent-oriented smartphone.



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.



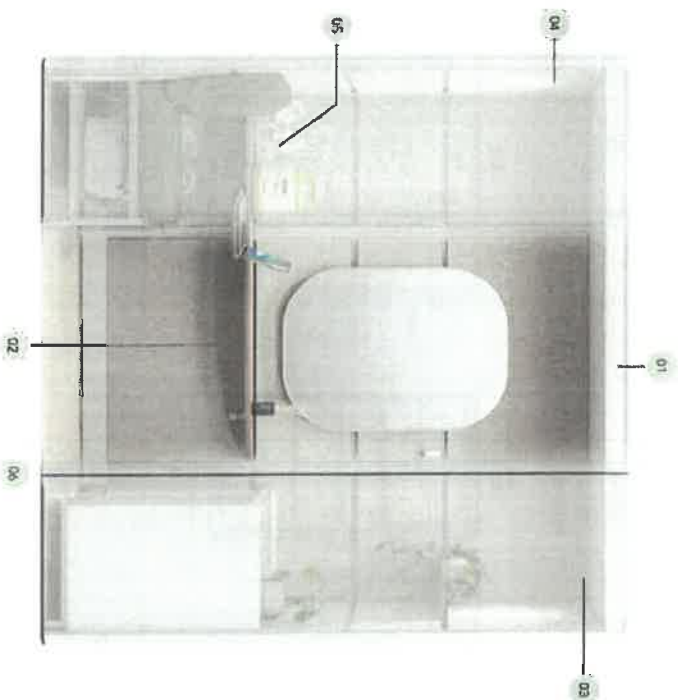
Lockable door

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.

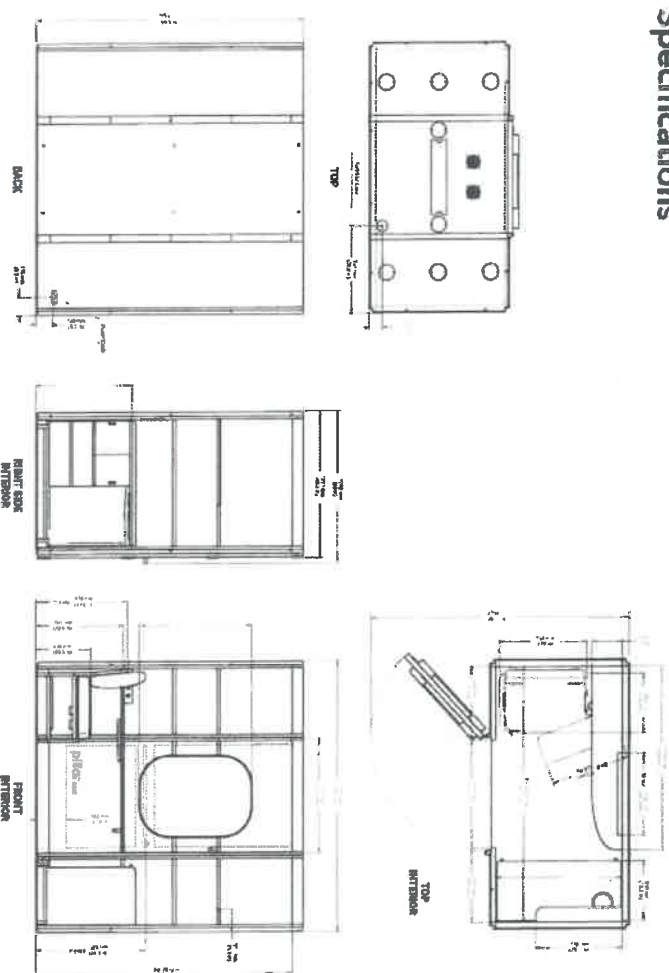


Locking cabinet door
Add a locking cabinet door to conceal the open shelves in the credenza, creating secure storage for backup supplies while maintaining a clean, professional look.



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

Specifications



- 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, CAT6e
- 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.

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

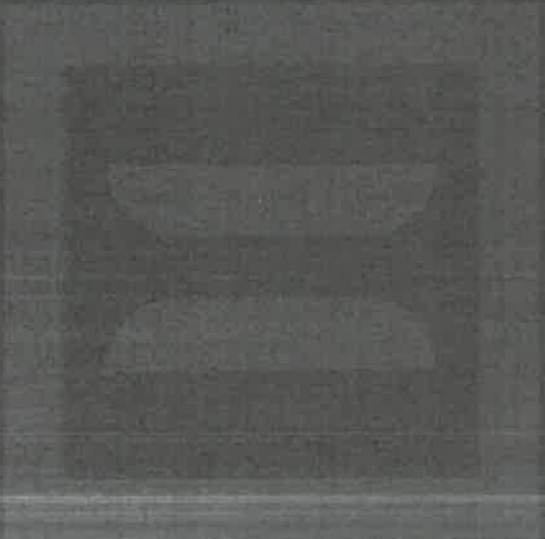
Add door graphics + choose your acoustic panel fabric colors, external wood, and more.



COI 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



pillar

sales@pillarbooth.com
pillarbooth.com



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)' with their respective prices and a Grand Total of \$8,695.00.

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

PILLAR

CUSTOMER

Authorized Signature Date
Print Name Title

Authorized Signature Date
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.