



HEALTH DISTRICT BOARD MEETING PACKET

May 18, 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, May 18, 2026
		TIME	11:30 AM
		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, May 18, 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. Regular Meeting on April 20, 2026
 - C. Budget Workshop Meeting on April 20, 2026
5. STAFF REPORT UPDATES
 - A. Clinic Activity – April 2026
 - B. Sanitation Activity – April 2026
 - C. Vital Statistics Activity – April 2026
6. APPROVAL OF BILLS PAYABLE & PAYROLL – April 2026
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
 - A. [Deferred April 20, 2026] Consideration of establish deadline for agenda item submissions: 10:00 AM on the Thursday prior to a Monday board meeting – Avila
 - B. [Deferred April 20, 2026] 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

- C. [Deferred April 20, 2026] Consideration to participate in the Berwyn Public Library 2026 Summer Reading Challenge – Garcia

10. NEW BUSINESS

- A. Approve Tentative 2026-2027 Annual Budget & Appropriation Ordinance – Avila
- B. Review & Approve Funding for Breast Cancer Walk – Pereda
- C. Election of Officers – Avila
- D. Discussion and Possible Action to call Special Board Meeting Scheduled June 29, 2026 4:00 PM – Avila
- A. Discussion and Possible Action Regarding Amendments to Handbook Policy – Avila

11. ADJOURNMENT



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 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 **April 20, 2026**
- Budget Workshop on **April 20, 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.

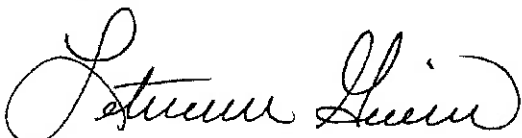
- C. Approval of IMRF Resolution – Reinstating/Notice of Appointment of Authorized Agent:** Avila made the motion, seconded by Pereda, to approve the IMRF Resolution, which reinstates Avila as the IMRF Agent. The motion passed by a unanimous voice vote.

- 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

Correspondence: Nothing submitted. Garcia noted correspondence is being addressed under New Business.

Old Business: Nothing submitted.

New Business:

- A. Review and Approve Memorandum of Understanding (MOU) with Sears Pharmacy for the Mental Health Program:** Avila made the motion, seconded by Pereda, to approve the Memorandum of Understanding with Sears Pharmacy for the Mental Health Program. The motion passed by a unanimous voice vote.
- B. Consideration of establish deadline for agenda item submissions: 10:00 AM on the Thursday prior to a Monday board meeting:** Avila made the motion, seconded by Garcia, to defer the establishment of a deadline for agenda item submissions to the May regular meeting. The motion passed by a unanimous voice vote.
- C. Proposal to reschedule the May Board Meeting to Monday, May 18, at the regular time and location:** Avila made the motion, seconded by Pereda, to reschedule the May Board Meeting to Monday, May 18, 2026; Budget Workshop meeting 11:30 am, followed by regular board meeting at 12:00 pm. The motion passed by a unanimous voice vote.
- 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 \$2,500.00:** Garcia brought to the Boards attention a communication received from the Berwyn Public Library, requesting funding of feminine hygiene products for restroom facilities. The products will cost approximately \$200.00 a month. Avila made the motion, seconded by Garcia, to defer the approval of funding for the provision of feminine hygiene products for restroom facilities at the Berwyn Public Library to the May regular meeting. The motion passed by a unanimous voice vote.
- E. Consideration to participate in the Berwyn Public Library 2026 Summer Reading Challenge:** Garcia stated an email communication was received from the Berwyn Public Library, requesting the Health Board to be available Saturday, June 6th, 10:00 am – 12:00 pm to hold a booth for informational purposes. Discussion ensued. Avila made the motion, seconded by Garcia, to defer the consideration to participate in the Berwyn Public Library 2026 Summer Reading Challenge to the May regular meeting. The motion passed by a unanimous voice vote.
- F. Review and Approve funding request for Berwyn Public Library Nursing Pod in the amount of \$8,695.00:** Garcia stated an email communication was received from the Berwyn Public Library requesting funding for a Nursing Pod in the amount of \$8,695.00. Information was made available for the Board to review. Avila made the motion, seconded by Garcia, to refer the funding request for the Berwyn Public Library Nursing Pod to the May budget workshop meeting. The motion passed by a unanimous voice vote.



BERWYN PUBLIC HEALTH DISTRICT
Regular Meeting – April 20, 2026

Call to Order: Board President Avila called the meeting to Order at 12:18 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Health District Accountant Eagan also attended.

Pledge: Attendees rose to recite the Pledge of Allegiance.

Open Forum: Garcia 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 March 9, 2026:** Pereda made the motion, seconded by Avila, to defer the approval of the regular meeting minutes on March 9, 2026, to the May meeting. The motion passed by a unanimous voice vote. Pereda asked Garcia to check item 10-D, to confirm if this item was passed, or referred to budget.
- B. Budget Workshop Meeting on March 9, 2026:** Avila made the motion, seconded by Pereda, to approve the Budget Workshop meeting minutes on March 9, 2026. The motion passed by a unanimous voice vote.

Staff Report Updates – March 2026:

- A. Clinic Activity:** Avila made the motion, seconded by Garcia, to approve the March 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 March 2026 Sanitation Activity report, as submitted. The motion passed by a unanimous voice vote.
- C. Vital Statistics Activity:** Avila made the motion, seconded by Pereda, to approve the March 2026 Vital Statistics Activity report, as submitted. The motion passed by a unanimous roll call vote.

Approval of Bills Payable & Payroll – March 2026: Eagan was recognized and stated fire alarm controls, and window replacements are on the March 2026 bills payable and payroll. Avila made the motion, seconded by Pereda, to approve the disbursements for payables and payroll as submitted for \$153,631.96. The motion passed by a unanimous roll call vote. Avila requested Eagan sends an email of the surprise items and costs that came up in the prior years budget.

Statement of Receipts and Disbursements: Eagan was recognized and commented on district expenses and reserves. Eagan stated the final year fiscal numbers is a net loss of approximately \$1,000,000.00. Discussion ensued. Eagan stated if grant money comes in, the Board will break even, minus the reserves for the multi athletic use field. Avila made the motion, seconded by Pereda, to approve the statement of receipts and disbursements. The motion passed by a unanimous voice vote.

BPHD Regular Meeting Minutes of April 20, 2026, cont.

Adjournment: Avila made the motion, seconded by Pereda, to adjourn the meeting at 12:35 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leticia Garcia". The signature is written in a cursive, flowing style with a large initial "L" and "G".

Leticia Garcia,
Board Secretary



**BERWYN PUBLIC HEALTH DISTRICT
BUDGET WORKSHOP MEETING – APRIL 20, 2026**

Call to Order: Board President Avila called the meeting to order at 11:30 a.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Also in attendance was Health District Accountant Eagan.

Open Forum: Avila opened the floor for Public Comment. The Clerk presented a worksheet requesting budget accommodations for staff Township work, being able to serve at booths, events, and other miscellaneous tasks. She also brought up YMCA prices and costs for subsidized swim lessons that she would like to be considered to be budgeted. Additionally, Garcia mentioned that she wants to host quarterly group classes on various topics for the community. Lastly, Garcia also noted requests made from correspondence and other Departments (such Fire Dept. on Stop the Bleed Kits, Library on feminine products and nursing pod were included). No one further asked to be recognized by the Chair. Open Forum was closed.

Review of FY 25-26 Budget vs Expenditures: Eagan was recognized and stating the items that need to be discussed are medical office equipment, building improvements, and infrastructure. Eagan noted the road and abatement budget was raised to \$40,000.00 for the 2026 fiscal year, the board elected to keep the same budget for the upcoming fiscal year. Eagan stated he would work with Betsy Canedo, Clinic Nurse, on the medical office equipment line item and have a budget ready for the May meeting. Discussion ensued regarding maintenance/building improvements, and the reserve funds for the coming fiscal year.

A draft budget will be proposed in the May budget meeting, followed by the drafting of the budget Ordinance to be approved at the June budget meeting.

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 12:00 p.m.

Respectfully submitted,


Leticia Garcia
Board Secretary



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 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 April 2026

NURSING MONTHLY REPORT

April 1 to April 30, 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 April 14th, the DMV event served 48 residents. DMV will return in November. The clinic met with the Loyola team to discuss Wellness Wednesday dates for 2026-2027.
9. The clinic collaborated with Calor on April 15th. Calor provides free, confidential HIV/STI testing and health services. Testing will begin on May 12. Services will be available every Tuesday from 12:00 to 8:00, no appointment needed.
10. Staff attended St. Leonard's Wellness Night and distributed clinic information.
11. The first Mental Health Workshop was on the 16th from 4:00-5:00. This workshop focuses on girls' self-esteem. This workshop will continue for 6 consecutive weeks. Additional workshops will be offered in June and will cover specific topics.
12. 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 providing services to residents. Due to the program's expansion, we have added two part-time therapists to meet the program's needs. Over the summer, we will have an additional intern from the Dominican Republic to support the program.

The Mental Health Initiative Program volunteer physicians continue to see individuals who need medication management.

There is high demand for family therapy, group therapy, and workshops. We have added an additional room to support the program.

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

Clinic Service/Deposit Tracking

April 1st-30th Tracking

Scheduled	37	
Seen	32	
Cancellations	4	
Rescheduled	0	
No Call/No Shows	1	
New Patients	8	
VFC	8	
Medicaid	5	
Uninsured	3	
Underinsured	0	
TB Test	1	
TB Results	Neg:1	Pos:0
Flu Shots Totals	Reg:0	HD:0

Yearly Tracking (April 2026-March 2027)

Scheduled	37	
Seen	32	
Cancellations	4	
Rescheduled	0	
No Call/No Shows	1	
New Patients	8	
VFC	8	
Medicaid	5	
Uninsured	3	
Underinsured	0	
TB Test	1	
TB Results	Neg:1	Pos:0
Flu Shots Totals	Reg:0	HD:0

March Clinic Deposit

Total Deposit	\$140.00
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Yearly Total Deposit

Total Deposit	\$140.00
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AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 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 April 2026

Berwyn Public Health District
Sanitation Report | April 1, 2026 through April 30, 2026

ENVIRONMENTAL HEALTH & SAFETY: RESIDENTIAL

- Hoarding/Uninhabitable
 Living Conditions: 1
- Water: 0
- Heat: 1
- Well-Being Checks: 0
- Other - Rodents/Bedbugs: 0
- Other - AC: 0

RODENT ABATEMENT:

No updated news.

GOALS

Completed:

1. A completion rate of 133.33% of the Food Establishment Inspections for April.
 - 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 May.
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 2024-2025 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. BHD can obtain 25% of the prospective food vendors for 2025 Berwyn Shops.
7. Create clear guidelines and expectations for the Cottage Food Berwyn Pop-Up Vendors.
8. 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.
9. Have a greater understanding of Cottage Food and the process in Cook County.

Prepared by:

Sheri A. Leto



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 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, 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 **April 2026**

Berwyn Township Public Health District · Vital Records Report

May 2026

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

Total Amount Collected	\$3,385.69
Fee to the State of Illinois:	-\$684.00
(Death Surcharge Fee 171- D.C. Requested):	
(Total Credit Charges: = Amount: \$1,727.69)	
Total Credit Card Fees: \$94.69	
Total Credit Card Charges Deposited to Bank: \$1,633.00	
Health District Portion of Fees:	\$2,607.00

These figures represent fiscal year 2026/2027

Total Fees Collected (to date):	\$3,385.69
Total Credit Card Fees Collected (to date):	-\$94.69
Total paid to State of Illinois (to date):	-684.00
Total Berwyn Health District (to date):	\$2,607.00

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):	\$35,264.80

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

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

Check is for the month of April 2026.

Multiply number of copies issued by \$4.00, total amount due \$ 684.00.

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 _____ Date _____
Signature of Local Registrar Darf. Oka Date 5/01/26

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: MAY 18, 2026

AGENDA ITEM	6	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
May 18, 2026**

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	ACH	04/01/26	Amazon Capital Services	office supplies	5615.00	\$ 56.21
2	ACH	04/02/26	OTIS Elevator Company	elevator maintenance/inspection	5505.00	5,297.00
3	ACH	04/02/26	Indeed	job posting for mental health	5325.06	329.45
4	ACH	04/06/26	Ring Central	phone hosting-March, split H/T	5720.00	198.67
5	ACH	04/08/26	Ring Central	phone hosting-April, split H/T	5720.00	198.67
6	ACH	04/08/26	USPS	postage for vitals	5620.00	8.85
7	ACH	04/08/26	Adobe	debit for software expense	5615.00	229.80
8	ACH	04/09/26	Worldpay	credit card processing fees	5413.00	432.40
9	ACH	04/10/26	Uber	uber ride for mental health patient	5345.00	6.95
10	ACH	04/10/26	Uber	uber ride for mental health patient	5345.00	6.94
11	ACH	04/10/26	ADT Security	security services	5505.00	159.47
12	ACH	04/13/26	Cintas	cleaning services/ supplies	5605.00	892.32
13	ACH	04/15/26	Adobe	Mental health program	5345.00	77.51
14	ACH	04/16/26	eClinicalWorks	EMR monthly charge for service	5315.00	1,221.79
15	ACH	04/16/26	USPS	Vitals postage	5620.00	8.85
16	ACH	04/20/26	Comcast	monthly internet services	5720.00	202.05
17	ACH	04/20/26	Shred-it	sharp/needle collection	5420.00	850.51
18	ACH	04/20/26	Amazon Capital Services	Cane for resident	5610.00	43.98
19	ACH	04/21/26	Panera Bread	Board meeting lunch, split H/T	5615.00	66.54
20	ACH	04/21/26	Panera Bread	Board meeting lunch, split H/T	5615.00	29.48
21	ACH	04/23/26	Control Company	traceable live account for vaccine monitoring	5610.00	124.00
22	ACH	04/23/26	Uber	uber ride for mental health patient	5345.00	12.95
23	ACH	04/24/26	Uber	uber ride for mental health patient	5345.00	8.96
24	ACH	04/24/26	Uber	uber ride for mental health patient	5345.00	7.94
25	ACH	04/27/26	Pitney Bowes	Postage, split H/T	5620.00	142.91
26	ACH	04/29/26	ImageTec	supplies for clinic	5615.00	278.40
27	ACH	04/29/26	Dochib.com	Mental health program documentation	5325.06	80.00
28	30458	04/29/26	Tamarra Niesha Erving	mental health internship program	5346.00	1,000.00
29	30459	04/29/26	Veronica Muncy	mental health internship program	5346.00	1,000.00
Total Interim Disbursements						\$ 12,972.59
INTERCOMPANY						
1	ACH	04/02/26	Goggle	town	1400.00	\$ 28.00
2	ACH	04/06/26	Ring Central	phone hosting-March, split H/T	1400.00	198.66
3	ACH	04/08/26	Ring Central	phone hosting-April, split H/T	1400.00	198.66
4	ACH	04/10/26	ADT Security	security services	1400.00	159.47
5	ACH	04/10/26	Township Officials of Springfield	Event tickets	1400.00	125.00
6	ACH	04/14/26	Township Officials of Springfield	Lobby Days registration	1400.00	250.00
7	ACH	04/15/26	Paisans Pizza	Township DMV event lunch	1400.00	126.63
8	ACH	04/21/26	Panera Bread	Board meeting lunch, split H/T	1400.00	66.54
9	ACH	04/21/26	Panera Bread	Board meeting lunch, split H/T	1400.00	29.48
10	ACH	04/27/26	Pitney Bowes	Postage, split H/T	1400.00	142.90
Total Intercompany						\$ 1,325.34
DISBURSEMENTS TO VENDORS						
1	30467	05/18/26	AFS Counseling	Consulting on mental health program	5346.00	\$ 7,600.00
2	30474	05/18/26	AM Counseling & Consulting	Consulting for mental health program	5346.00	390.00
3	30468	05/18/26	Ann Hostetter LCSW	Consulting for mental health program	5346.00	7,600.00
4	30461	05/18/26	BCBS - Profile 43806	2026-05 insurance premiums	5880.00	9,200.63
5	30479	05/18/26	City of Berwyn - Water	monthly water	5710.00	62.01
6	30476	05/18/26	Daniel Talley	Consulting for mental health program	5346.00	260.00
7	30480	05/18/26	Dearborn Life Insurance Company	2026-05 insurance premiums	5880.00	59.20
8	30466	05/18/26	First Gen Counseling	Consulting for mental health program	5346.00	900.00
9	30469	05/18/26	GPC Digital	website annual upgrade	5150.00	275.00
10	30471	05/18/26	Health Lab	labs	5315.00	218.75
11	30478	05/18/26	Humility Therapy, PLLC	Therapy services for mental health program	5346.00	650.00
12	30460	05/18/26	Lawrence Zdarsky	2026-05 Legal Services	5143.00	1,594.00
13	30472	05/18/26	McKesson Medical	Medical supplies	5610.00	87.62
14	30462	05/18/26	National Business Furniture	Office furniture; sofa, end table, guest chairs	5005.00	5,311.31
15	30475	05/18/26	Nicor Gas	2026-04 Monthly gas	5710.00	265.54
16	30464	05/18/26	Sanofi Pasteur Inc.	Adacel	5320.00	207.11
17a	30473	05/18/26	Selden Fox, Ltd.	2026-05 Accounting Services	5105.00	2,430.00
17b				2026-05 Software	5106.00	315.00
18	30465	05/18/26	Sound InSight Inc.	Hearing & Vision Screenings-April 2026	5185.00	972.00

Berwyn Public Health District
 Disbursements for Approval
 May 18, 2026

Item	Ref #	Date	Payee	Description	Account	Amount
19	30477	05/18/26	Stericycle	Monthly medical waste disposal	5420.00	863.91
20	30463	05/18/26	TechPro, Inc.	phone hosting	5720.00	210.00
21	30470	05/18/26	Vision Service Plan	2026-05 insurance premiums	5880.00	150.18
Total Disbursements to Vendors						\$ 39,622.26
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	EFT	04/15/26	Gross Payroll	Gross payroll 3/11/26 - 3/25/26	various	\$ 21,420.82
2	EFT	04/15/26	Payroll withholdings	Payroll taxes - 3/11/26 - 3/25/26	various	1,921.95
3	EFT	04/15/26	Independent Contractor	3/11/26-3/25/26	5510.00	137.75
4	EFT	04/15/26	Employer IMRF Obligation	IMRF match -3/11/26 - 3/25/26	5835.00	64.04
5	Board checks	04/20/26	Board checks	Gross board payroll - April	various	11,348.43
6	EFT	04/30/26	Gross Payroll	Gross payroll - 3/26/26 - 4/10/26	various	23,507.64
7	EFT	04/30/26	Payroll withholdings	Payroll taxes - 3/26/26 -4/10/26	various	2,954.80
8	EFT	04/30/26	Independent Contractor	3/26/26-4/10/26	5510.00	85.50
9	EFT	04/30/26	Employer IMRF Obligation	IMRF match - 3/26/26 - 4/10/26	5835.00	93.26
Total Payroll & Withholding Disbursements						\$ 61,534.19
Total Disbursements for Approval						\$ 115,454.37
Reconciled Cash Balance at 4/30/26-Byline Bank checking						\$ 644.26
Reconciled Cash Balance at 4/30/26-Republic Bank checking						313,154.54
Reconciled Cash Balance at 4/30/26-Republic Bank sweep						188,787.04
Total						\$ 502,585.84

CERTIFICATE

May 18, 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 18th day of May 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 18th day of May 2026 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Secretary

Countersigned

_____ Chairman



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 2026

AGENDA ITEM	7	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, 2026 through April 30, 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 period April 1, 2026 through April 30, 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.

May 13, 2026

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

	Apr 2026	Tentative Budget	Remaining Budget	% of Budget
Income				
4000.00 Real Estate Taxes		-	-	
4100.00 Property Tax	\$ 315,565.44	\$ 790,000.00	\$ (474,434.56)	39.94%
4200.00 Replacement Tax	2,286.95	30,000.00	(27,713.05)	7.62%
4300.00 Grant Income	-	24,000.00	(24,000.00)	0.00%
4400.01 Fees, Rents and Others			-	
4400.00 Rental income	-	76,440.00	(76,440.00)	0.00%
4410.00 Vital Record Income	3,300.03	32,500.00	(29,199.97)	10.15%
4450.00 Clinic Fees & Income	150.00	1,000.00	(850.00)	15.00%
Total 4400.01 Fees, Rents and Others	3,450.03	109,940.00	(106,489.97)	3.14%
4440.00 Miscellaneous Income	100.80	3,500.00	(3,399.20)	2.88%
4600.00 Investment Income	386.10	10,000.00	(9,613.90)	3.86%
Total Income	321,789.32	967,440.00	(645,650.68)	33.26%
Gross Profit	321,789.32	967,440.00	(645,650.68)	33.26%
Expenses				
5000.00 Capital Outlay			-	
5005.00 Medical & Office Equipment	-	150,000.00	(150,000.00)	0.00%
5006.00 Roof and Building Improvements	15,028.08	50,000.00	(34,971.92)	30.06%
5007.00 Park Improvements and Equipment	-	10,000.00	(10,000.00)	0.00%
5010.00 Parking Lot Improvements	-	7,500.00	(7,500.00)	0.00%
Total 5000.00 Capital Outlay	15,028.08	217,500.00	(202,471.92)	6.91%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	2,350.00	27,600.00	(25,250.00)	8.51%
5106.00 Payroll Processing Fees	-	3,600.00	(3,600.00)	0.00%
5115.00 Annual Audit	-	9,500.00	(9,500.00)	0.00%
5120.00 Association Dues	-	2,250.00	(2,250.00)	0.00%
5135.00 Gen Liab, Work Comp, Prop Ins	-	22,500.00	(22,500.00)	0.00%
5140.00 Legal Expense	-	7,500.00	(7,500.00)	0.00%
5143.00 Health District Attorney	1,594.00	21,950.00	(20,356.00)	7.26%
5144.00 IT Services	9,378.00	10,000.00	(622.00)	93.78%
5150.00 Website Services	2,125.00	5,000.00	(2,875.00)	42.50%
5160.00 Rodent Abatement Agreement	-	46,000.00	(46,000.00)	0.00%
5170.00 Grant Consultants	-	46,000.00	(46,000.00)	0.00%
5185.00 Contractual Services - Vision/Hearing	-	6,000.00	(6,000.00)	0.00%
5190.00 Contractual Services - Dental	-	15,000.00	(15,000.00)	0.00%
5195.00 Contractual Services - Pediatri	-	20,000.00	(20,000.00)	0.00%
Total 5100.00 Contractual Services	15,447.00	242,900.00	(227,453.00)	6.36%

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

April 2026

	Apr 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	1,221.79	10,000.00	(8,778.21)	12.22%
5320.00 Spec. Program - Flu	-	19,000.00	(19,000.00)	0.00%
5325.00 Spec. Programs - Other	51.12	40,000.00	(39,948.88)	0.13%
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)	0.00%
5325.04 Senior Breakfast	-	2,000.00	(2,000.00)	0.00%
5325.05 Sunday Market	-	12,000.00	(12,000.00)	0.00%
5325.06 Marketing and Promotion	80.00	5,000.00	(4,920.00)	1.60%
5326.00 Spec. Programs - Intergov	-	20,000.00	(20,000.00)	0.00%
5328.00 Special Programs-Emergency Prep	-	5,000.00	(5,000.00)	0.00%
5332.00 Special Prg. - Eyes for Educati	-	8,500.00	(8,500.00)	0.00%
5334.00 Special Prg.-Health Grants	-	80,000.00	(80,000.00)	0.00%
5336.00 Health Families	-	100,000.00	(100,000.00)	0.00%
5337.00 Infrastructure Initiatives	-	371,000.00	(371,000.00)	0.00%
5340.00 Participatory Budget	-	-	-	
5345.00 Mental Health Voucher Program	450.70	50,000.00	(49,549.30)	0.90%
5346 New Programs and Initiatives	23,152.98	300,000.00	(276,847.02)	7.72%
Total 5300.00 Health Programs	24,956.59	1,034,000.00	(1,009,043.41)	2.41%
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	322.09	6,500.00	(6,177.91)	4.96%
5410.00 Contingencies	-	5,000.00	(5,000.00)	0.00%
5413.00 Transaction Processing Fees	595.51	6,500.00	(5,904.49)	9.16%
5420.00 Medical Waste Disposal	1,701.02	13,000.00	(11,298.98)	13.08%
5425.00 Official's Bonds	3,500.00	4,000.00	(500.00)	87.50%
5430.00 Death Surcharge Fee	548.00	7,500.00	(6,952.00)	7.31%
Total 5400.00 Other Expenditures	6,666.62	42,500.00	(35,833.38)	15.69%
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	6,529.47	25,000.00	(18,470.53)	26.12%
5510.00 Janitorial Service	223.25	5,000.00	(4,776.75)	4.47%
5515.00 Equipment Maintenance Agreement	210.79	7,500.00	(7,289.21)	2.81%
5530.00 Snow Removal	-	3,500.00	(3,500.00)	0.00%
Total 5500.00 Repairs and Maintenance	6,963.51	41,000.00	(34,036.49)	16.98%
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	892.32	12,500.00	(11,607.68)	7.14%
5610.00 Medical Supplies	167.98	7,500.00	(7,332.02)	2.24%

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

	Apr 2026	Tentative Budget	Remaining Budget	% of Budget
5615.00 Office Supplies and Expense	755.86	17,500.00	(16,744.14)	4.32%
5620.00 Postage and Meter Rental	181.90	4,000.00	(3,818.10)	4.55%
5625.00 Printing and Publication	-	7,500.00	(7,500.00)	0.00%
Total 5600.00 Supplies and Materials	1,998.06	49,000.00	(47,001.94)	4.08%
5700.00 Utilities			-	
5710.00 Heat, Light and Water	405.56	4,000.00	(3,594.44)	10.14%
5720.00 Telephone	809.39	10,000.00	(9,190.61)	8.09%
Total 5700.00 Utilities	1,214.95	14,000.00	(12,785.05)	8.68%
5800.00 Payroll Expenses			-	
5815.00 Chairman	3,758.33	46,000.00	(42,241.67)	8.17%
5816.00 Secretary	2,921.25	37,500.00	(34,578.75)	7.79%
5817.00 Treasurer	2,921.25	37,500.00	(34,578.75)	7.79%
5820.00 Clerks	11,333.31	165,000.00	(153,666.69)	6.87%
5829.0 Interns	1,738.90	45,000.00	(43,261.10)	3.86%
5830.00 Health Director	1,747.60	25,000.00	(23,252.40)	6.99%
5831.00 Taxes - Employer FICA	3,437.95	42,500.00	(39,062.05)	8.09%
5832.00 Taxes - Employer Medicare	804.04	10,000.00	(9,195.96)	8.04%
5833.00 Taxes - SUTA	634.76	6,000.00	(5,365.24)	10.58%
5835.00 Retirement Contribution	157.30	15,000.00	(14,842.70)	1.05%
5840.00 Inspectors	5,182.17	112,000.00	(106,817.83)	4.63%
5841.00 Environmental Health Practioner	5,930.96	70,000.00	(64,069.04)	8.47%
5845.00 Janitor	2,113.63	30,000.00	(27,886.37)	7.05%
5860.00 Public Health Nurses	18,629.49	225,000.00	(206,370.51)	8.28%
5880.00 Grp Health, Vision, Dental Ins	4,559.15	65,000.00	(60,440.85)	7.01%
Total 5800.00 Payroll Expenses	65,870.09	931,500.00	(865,629.91)	7.07%
Total Expenses	138,144.90	2,572,400.00	(2,434,255.10)	5.37%
Net Operating Income	183,644.42	(1,604,960.00)	1,788,604.42	-11.44%
Net Income	183,644.42	\$ (1,604,960.00)	\$ 1,788,604.42	-11.44%
Beginning net assets	1,095,450.49			
Ending net assets	\$ 1,279,094.91			



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 2026

AGENDA ITEM	9-A	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	[Deferred April 20, 2026] 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: MAY 18, 2026

AGENDA ITEM	9-B	ACTION PROPOSED	
TITLE	[Deferred April 20, 2026] 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 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: MAY 18, 2026

AGENDA ITEM	9-C	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	[Deferred April 20, 2026] Consideration to participate in the Berwyn Public Library 2026 Summer Reading Challenge		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Leticia Garcia, Health Board Secretary		<input 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: MAY 18, 2026

AGENDA ITEM	10-A	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Approve Tentative 2026-2027 Annual Budget & Appropriation		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- None



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 2026

AGENDA ITEM	10-B	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Review & Approve Funding for Breast Cancer Walk		<input type="checkbox"/> DISCUSS
SUBMITTED BY	Jacqueline Pereda, Health Board Treasurer		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

Funding Request For Event

Event Name: Pink Divas & Gents 5K Sponsorship 9th Annual Breast Cancer 5K Walk/Run

Where: Morton West High School – 2400 Home Avenue, Berwyn, IL 60402

Date: June 27, 2026

Check In Time: 8:30 AM

Walk/Run Begins: 10:00 AM

Amount Requested: \$2,400

Budget Breakdown:

- \$1,200 from the Township for event sponsorship
- \$1,200 from BPHD for event sponsorship

Sponsorship will include:

The company's logo will be displayed on T-shirts, website, social media pages, and company advertisements during the event. All employees will receive a T-shirt and can attend the event at no additional cost. Donations are tax-deductible.

ATTACHMENTS

- Sponsorship letter and flyer

FUNDING REQUEST FOR EVENT

Event Name: Pink Divas & Gents 5K Sponsorship 9th Annual Breast Cancer 5K Walk/Run

Requesters of Funds: David Avila & Jacqueline Pereda

Amount Requested: \$2,400

Budget Breakdown:

- \$1,200 from Township for event sponsorship
- \$1,200 from BPHD for event sponsorship
- \$390 for employee event registration

Justification for Funding:

- \$1,000 sponsorship will all for: " Company's logo on T-shirts worn by participants/walkers. Company's name displayed on our website, social media pages, and company's advertisement during the event."
- "All donations are tax deductible and greatly appreciated in our effort to educate, empower, raise awareness, and support men and women affected by breast cancer. Please complete the attached donation form and return it along with your company's name and or logo."

Event Information:

When: June 27, 2026

Where: Morton West High School (Outdoors)- 2400 Home Avenue, Berwyn, IL 60402

Check In Time: 8:30 am

Walk/Run Begins: 9:30 am

Business Vendor Application Due: May 25, 2026

Registration Fee Due: May 25th; \$30 guarantees T-shirt

Impact Assessment:

- Support the community and engage in community activities.

Pink Divas & Gents

Walk for Hope Run for Life

**9th
Annual**

**Saturday
June 27th**



**Morton West HS
2400 Home Ave.
Berwyn, IL.**



**8:30AM
Check-In**

**Registration Fee
\$30**

**Registration
Deadline May 25th**

**Same Day Registration available
t-shirt not guaranteed**

**Register online at www.pinkdivasandgents.org
& EventBrite**

**To request a packet by postal mail or for more information
email pinkdivasandgents@gmail.com**



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 2026

AGENDA ITEM	10-C	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Election of Officers		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- None



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 2026

AGENDA ITEM	10-D	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Discussion and Possible Action to call Special Board Meeting Scheduled June 29, 2026 4:00 PM		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- None



AGENDA ITEM SUMMARY

MEETING DATE: MAY 18, 2026

AGENDA ITEM	10-E	ACTION PROPOSED	<input type="checkbox"/> INFORMATIONAL ONLY
TITLE	Discussion and Possible Action Regarding Amendments to Handbook Policy		<input type="checkbox"/> DISCUSS
SUBMITTED BY	David J. Avila, Health Board President		<input checked="" type="checkbox"/> REVIEW
			<input checked="" type="checkbox"/> APPROVE

SUMMARY

ATTACHMENTS

- Backup will be provided at meeting