

PROCEEDINGS FOR THE REGULAR MONTHLY BOARD MEETING
NORTH SHORE MOSQUITO ABATEMENT DISTRICT
BOARD OF TRUSTEES

At the convened monthly meeting for the North Shore Mosquito Abatement District Board of Trustees held at the district office, 117 Northfield Road, Northfield, Illinois, Saturday, January 10, 2009. President Zimmer called the meeting to order at 9:07 a.m.

ROLL CALL

Trustee Otto CesarioPresent
Trustee Carol BlusteinPresent
Trustee Nelson HowardPresent
Trustee William Zimmer.....Present
Trustee John ZbeskoAbsent

OTHERS IN ATTENDANCE

Superintendent Robert Berry
Attorney Norman Rosen
Office Manager Jennifer Zimmer

I. MINUTES

Minutes of the regular board meeting December 6, 2008, were approved with minor corrections. Motion to approve was made by Trustee Zimmer and seconded by Trustee Blustein. All ayes.

II. REPORT FROM BOARD OFFICERS

1. President: None
2. Vice President: None
3. Treasurer: Assistant Treasurer Cesario read financial as well as April bills and payrolls. Total receipts were \$116,538, total disbursements were \$117,698 and total assets were \$1,132,217 (all numbers rounded to nearest dollar). Superintendent Berry said that by choosing to pre-pay the district's annual insurance premium in a single payment rather than paying in installments the district will save \$700 per year. Motion to approve financials made by Trustee Zimmer and seconded by Trustee Howard. All ayes.

4. Secretary: None

III. REPORT FROM LEGALCOUNSEL

Attorney Rosen reported that in December 2008 he filed the board-approved 2008 tax year levy ordinance with the county government requesting district funds for the year 2009.

IV. SUPERINTENDENT'S REPORT

Action Items:

In December 2008, the board eliminated the position of Building Custodian, determining that it was an unnecessary expense. Superintendent Berry reported that he has been investigating private janitorial services that would periodically perform basic cleaning duties such as vacuuming, cleaning of rest rooms, etc. He reported that one service wanted night access, which Mr. Berry vetoed. Attorney Rosen suggested that Superintendent Berry write out a specific list of duties to be followed by whatever service is hired. Trustee Howard asked about liability insurance and/or bonding for any service hired. He also inquired if the services interviewed had required contracts. Superintendent berry said that none of the services offered contracts and the consensus of the firms was that the office would required only two hours of cleaning every two weeks. No board judged that their final approval of an expenditure of this small size was unnecessary.

Trustee Blustein inquired about how the parking area and driveways will be snow-plowed now that the district has no custodian. Superintendent Berry said that several district employees, including him, are skilled at plowing snow.

Informational Items:

Superintendent Berry reported that AT&T has twice sent the district a "disconnect notice" without any payment delinquency to justify the notice. He speculated that this was because the company wants the district to use direct pay instead of a mailed check for phone service payment. Office Manager Zimmer said she that direct pay would not be a good way to handle bill payments in an enterprise such as the NSMAD. Comcast has previously offered the district their phone/internet service for a beginning rate of \$100 per month, although this would not be a permanent rate. The board will stay open to the possibility of changing phone and internet services, especially if AT&T continues to be difficult to deal with.

Superintendent Berry said he has continued his contacts with the district's ecologist candidate. Mr. Berry has offered the candidate the position and told the candidate to send the Superintendent a letter of acceptance if the candidate wishes to accept the district's job offer. The candidate will be graduating from Northeastern University in the spring and has 3 years of experience in mosquito control in Kane County and 2 years of experience in Evanston. He also has experience dealing with the public in these positions, which will be important in his work as the NSMAD ecologist.

The district's auditor reported to Superintendent Berry that they could provide the district's board with a preliminary report before April, 2009 but will not be able to provide a final report later because the IMRF (retirement fund) report will not be available until later in April and these figures will affect the final audit.

Superintendent Berry reported that the NSMAD Annual Report will be coming back from printer in the week of January 11.

On December 31, 2008 former building custodian Juan Alvarez was released from district employment after his job slot was abolished. When he was released, the board offered Mr. Alvarez a severance package with a bonus payment if he agrees to sign a document accepting his release. Mr. Alvarez was given 20 days to decide if he will sign the document.

Additional action item:

The 2009 National AMCA meeting will be held in New Orleans, April 5-9. Trustee Cesario moved that the board send Superintendent Berry, Communication Director Zazra and Lab Supervisor Henry to the meeting. Trustee Howard seconded. All ayes.

V. LAB REPORT None

VI. OLD BUSINESS: None

VII. NEW BUSINESS: None

Trustees Howard motioned to adjourn the meeting and Trustee Zimmer seconded. All ayes. The meeting was adjourned at 9:36 a.m.

ATTESTED
President, William Zimmer

SUBMITTED
Secretary, Nelson Howard