

MINUTES
MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF STEWARD, ILLINOIS
402 Main Street

Monday, March 11, 2024 at 7:00 P.M.

1. Call to order/pledge - 7:01PM
2. Roll Call - Zach (y) Chris B (Excused) Erik M (y) Laura S (late) James T (y) Rylee B (y)
3. Approval of the Agenda- Hugh would to add under Treasurer Report Item B) Online Payment for permit fees C) E-Bill for water bills D) Microsoft 365. Zach motions to approve the agenda with additions. Rylee 2nds. All in favor.

**Chrissy mentions information will be coming for FOIA and OMA will be texted to individuals who need to take. Also yellow financial sheets need to be handed in.
4. Minutes of the February 12, 2024 Meeting - Hugh points out Old Business item 9B should be phase 2 not phase z. Rylee motions to approve with corrections. Zach seconds.
5. Treasurer's report - Matt gave report. Rylee motions to approve report and Zach seconds.

 1. Bank Rates - Discussion took place about CD Rates. Zach motions to put \$40,000 in 12 month Brokerage CD, \$40,000 in 6 month brokerage CD and \$26,000 in money market at Central Bank Rochelle. James Tyler seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Abstain)James T (Y) Rylee B (Y). Motion moves in Favor 1 Abstain, 1 Absent and 4(Y). James recommends looking into other accounts next month.
 2. All Paid to be set up online for permit fees - Chrissy to check in with all paid about how to go about accepting credit cards online for permit fees.
 3. E-Bill for Water Bills - Chrissy to send out trustees bills via email to test it out. Something to check into with cost of postage.

4. Microsoft 365- \$100 per year. Rylee makes a motion to get Microsoft 365 for one year. Zach seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Y) James T (Y) Rylee B (Y)

6. Accounts Payable - Hugh mentions Julie should be removed from report for \$40 making subtotal \$402.60 and miscellaneous subtotal \$1,335.06. Comes is having an issue with billing. Zach motions to pay bills as presented. Rylee seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Y) James T (Y) Rylee B (Y)

7. Visitor Recognition - Karen Bonnell and Doug Brock in the gallery
8. Committee Reports
 - A. Water Info:
 1. Well #3 up and running.
 2. Well #2- Hugh gave estimates to board. Possible start date of June. James motions to check out Water Well Solutions Zach seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Y) James T (Y) Rylee B (Y).
**MARTIN hasn't been contacted about start date. Residents are requesting notification beforehand.

 - B. Park/Village Property
 1. Report of Property Maintenance
 - a. Depot - Laura to get letter to High to sign. Work still to be completed are doors and eavestroughs.
 - b. Alleys - Hugh to work on them
 - c. Dumpster for Clean Up Day - Rylee motions to approve \$540 for rental fee of 6 ton dumpster. Zach seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Y) James T (Y) Rylee B (Y)
 - d. Sal to continue to volunteer and the VIP program for mowing is to continue this year. Laura motions to stay with the VIP program and to continue discussion about compensation for program next month. Rylee 1st and Erik 2nds. All in Favor.
 - e. Video Cameras - Zach gave an update for the cost of \$600 and could get an official receipt if needed. James tabled until next month. Rylee seconds.
 2. Tree Report- nothing from Karen

1. 426 Main Fuller Street trees- Karen talked to tenant and he showed her the trees. Karen to replace trees after the old start to bid for spring. (Nothing to Vote on) Arbor Day is April 26, 2024 at the Steward Church at 2PM.

2.

3. Publicity / Items for Newsletter /Technology/Website/Facebook- nothing to add

9. Old Business

A. Easter Planning - Laura motions to spend \$350 for egg hunt. Zach seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Y)James T (Y) Rylee B (Y)

B. 2024/2025 - Rylee motions to approve the 2024/2025 budget as presented for General, MFT, Water Fund and ARPA. Laura seconds. Roll Call Vote: Zach (Y) Erik M (Y) Laura S (Y)James T (Y) Rylee B (Y)

10. New Business

A.

B.

11. Next Meeting Date April 8, 2024 at 7:00pm

12. Adjournment of regular meeting - Erik motions to adjourn at 8:30 pm Rylee seconds.