



**TOWNSHIP OF SCHAUMBURG**  
1 Illinois Boulevard, Hoffman Estates, IL 60169  
Upper Level – Board Room  
**COMMITTEE OF THE WHOLE**

**July 16, 2025**  
**7:00 PM**

Teams: [Join the meeting now](#) Join Online: : <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

ID: 235 781 066 833

Passcode: Ax2rG6RJ

The Township Board room is open during the meeting for public attendance but is subject to limited capacity. The Township will stream a live audio of the meeting in the Township Board room. Public comment is afforded on the conference line via Microsoft Teams. The public may also submit written comments prior to the meeting, which will be read by the Supervisor at the public meeting. We are requiring members of the public who wish to comment live or submit written comments at this meeting to the Township Administrator, Melissa Williams [mwilliams@schtnw.org](mailto:mwilliams@schtnw.org) at least one hour before the start of the meeting.

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- I. Call to Order / Pledge of Allegiance / Roll Call**
- II. Public Comment**  
*(Remarks limited to three minutes)*
- III. Presentation**
- IV. Minutes**
  - A. Approval of the Minutes from June 18, 2025, Committee of the Whole.
- V. Old Business**
  - A. Discussion of draft Policy on Hiring approvals and role of the Board.
- VI. New Business**
  - A. New mental health drop-in service pilot program.
  - B. 4 Year Strategic Plan
    - a. Board Goals/Pillars
- VII. Announcements**

July 23, 2025 – Regular Meeting of the Board  
August 2, 2025 – Pack the Bus, Target, 2621 W. Schaumburg Rd., 9am – 3pm  
August 20, 2025 – Committee of the Whole, 7pm  
August 27, 2025 – Regular Meeting of the Board, 7pm  
September 1, 2025 – Township Closed, Labor Day  
September 6, 2025 – Rabies Clinic, 10am – 1pm

*Any person who has a disability requiring an auxiliary aid or service for effective communication or a reasonable accommodation to participate in a Township meeting should contact Becky Cordes, ADA Coordinator and Director of Disability and Senior Services, by telephone at (847)285-4520 or by email at [bcordes@schtnw.org](mailto:bcordes@schtnw.org), as soon as possible and at least 48 hours before the scheduled meeting.*

September 17, 2025 – Committee of the Whole, 7pm

September 24, 2025 – Regular Meeting of the Board, 7pm

September 27, 2025 – Passport Event with Senator Krishnamoorthi, 9am – 1pm

**VIII. Executive Session**

**IX. Adjournment**

**MINUTES OF THE  
TOWNSHIP OF SCHAUMBURG  
COMMITTEE OF THE WHOLE  
STATE OF ILLINOIS  
Cook County  
Town of Schaumburg**

**THE BOARD OF TOWN TRUSTEES** met at the office of the Town Clerk located at One Illinois Boulevard, Hoffman Estates, IL 60169-3314 on June 18, 2025.

<b>Officials Present:</b>	Timothy M. Heneghan	Supervisor
	Kathleen Reed	Clerk
	Holly Fath	Trustee
	Robert Fiorio	Trustee (remote)
	Demetrius J. Gibson	Trustee
	Tom Pirovano	Trustee

The following business was transacted:

Supervisor Heneghan called to order the Committee of the Whole Meeting of the Board of Trustees at 7:00 p.m., followed by the Pledge of Allegiance.

Clerk Reed called the roll.

**Public Comment**

None

**Presentations**

Schaumburg Township Foundation, Julie Bosshart

Schaumburg Township Foundation is a non-profit LLC formed in 2012. There is \$433,975.00 in the account available for distribution. Donations to the township are made through Schaumburg Township's website. Meetings are held quarterly, with the next meeting scheduled for July 24, 2025 at 7:00 p.m. at the Township.

Jessica Niemiec, the WS Dominican University intern, worked at the food pantry for seven weeks. Jessica prepared presentations, trained volunteers, and created recipe booklets with items our food pantry supplies.

Moved by Trustee Pirovano and seconded by Trustee Fath to approve the Minutes from May 21, 2025 Committee of the Whole. Roll Call: Trustee Fath-Aye, Trustee Fiorio, absent, Trustee

Gibson-Aye, Trustee Pirovano-Aye, Supervisor Heneghan-Aye. 4-ayes, 1-absent. **Motion carried.**

### **New Business**

The Township has no programs for blind residents or those with low vision. Gianna Guskey, a teacher of students with visual impairments at Community Consolidated School District 15, discussed potential involvement with residents including a lending library, magnifying devices, and initiating a support group.

Discussed the potential to build a grieving grotto on township grounds or in partnership with villages within the township.

Many townships do not have Responsible Bidding Ordinances. Supervisor Heneghan stated that our RBO provides us with clarification that we need for bidding purposes.

Our Strategic Planning summation of delayed initiatives is 90% complete, and there is a spreadsheet in the Board packet. Discussions included considering growth of the space allocated for Welfare Services and the Food Pantry.

The Board, Director Cordes, and Administrator Williams discussed the necessity to obtain Board approval to hire new employees, or whether we should modify our policies and practices regarding hiring processes and posting jobs.

There will be an office available for the Township Clerk in the Senior and Disability Services Department available once construction is complete.

### **Announcements**

June 19, 2025 – Township Closed, Juneteenth

June 21, 2025 – Juneteenth in the Burbs, Harper College (to be held indoors)

June 25, 2025 – Regular Meeting of the Board, 7pm

June 26, 2025 – TOCC 5pm, Double Tree, Oak Brook

July 4, 2025 – Township Closed, Independence Day

July 4, 2025 – Independence Day Parade

July 16, 2025 – Committee of the Whole, 7pm

July 23, 2025 – Regular Meeting of the Board, 7pm

### **Adjournment**

There being no further business, Trustee Fiorio moved to adjourn the meeting at 8:50 p.m. and Trustee Fath seconded the motion. Roll Call: Trustee Fath-Aye, Trustee Fiorio-Aye, Trustee

Gibson-Aye, Trustee Pirovano-Aye, Supervisor Heneghan-Aye. Ayes-5, Absent – 0, Nays-0. Motion carried.

<b>Approval Certification</b> I hereby certify the approval of the foregoing Minutes of the Township of Schaumburg
Clerk
Date