

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Shakana L. Kirksey-Miller, Trustee
Jessica A. Doherty, Trustee

6438 Joliet Road, Unit 103
Countryside, IL 60525
Phone 708-352-4480
Fax 708-888-5651

Minutes of the Special Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office October 18, 2022– 6:00 P.M.

	In Attendance	Absent
Mr. Michael S. Thiessen	<u>X</u>	_____
Ms. Shakana L. Kirksey-Miller	<u>X</u>	_____
Ms. Jessica A. Doherty	<u>X</u>	_____

Staff Members Present

Mr. Kenneth T. Getty, Treasurer
Ms. Brigid Murphy, Director of Finance and Operations

Other Guests Present

Mr. Katie Ngo, Attorney for LTTO
Ms. Cynthia Schilsky, LaGrange Area League of Women Voters
Mr. Christopher Getty, Lyons Township Supervisor & Mayor, Village of Lyons

Call to Order & Roll Call

Pledge of Allegiance

Public Comments

- Lyons Township Supervisor Mr. Christopher Getty presented the Lyons Township Trustees of Schools the seal of Lyons Township and thanked the Trustees for their service to the taxpayers.
- Ms. Schilsky asked about agenda item number thirteen (FY2021 Pro-Rata Receivable) and why Lyons Township High School was billed for LTTO services. Mr. Thiessen explained that LTHS was a member during FY2021 and, therefore, was billed for services. Payment not been received from LTHS for the services received in FY2021.

Review/Approval of Minutes

The following open and closed session Board Meeting minutes were reviewed and approved with a corrected date of September 18, 2022, as follows:

Meeting	Motion Made By:	Motion 2nd By:	Votes
September 18, 2022 – LTTO Open Meeting	Trustee Kirksey-Miller	Trustee Doherty	3-Yes 0 - No
September 18, 2022 – LTTO Closed Meeting	Trustee Kirksey-Miller	Trustee Doherty	3-Yes 0 - No

Treasurer’s Report

Treasurer Getty reported that office has seen significantly lower bank fees as a result of its negotiations and continuing to strengthen its partnership with our community banks. Treasurer Getty also mentioned that October is Cybersecurity Awareness Month and that there have been several news stories about an overall increase in check fraud. He stated that the LTTO has experienced attempted check fraud on multiple occasions. However, due to the vigilance of the LTTO staff and the utilization of banking protection services there have not been any successful check fraud attempts and/or losses to any LTTO member district.

Review the Lyons Township Treasurer’s Financial Reports

Board of School Trustees discussion and review of the Lyons Township School Treasurer’s September 2022 financial statements.

Review/Approval of Review School Districts Official Records

Board of School Trustees discussion and review of the Lyons Township Schools August 2022 financial records. Treasurer Getty noted that Western Springs School District 101 and LaGrange School District 102 each issued Tax Anticipation Warrants [TAWs] since the last meeting. President Thiessen noted that the TAWs issued by these districts were purchased by entities headquartered outside of both Lyons Township and Cook County.

NEW BUSINESS:

Approval of Surety Bond in the amount of \$2,713,750.00 on behalf of LaGrange Highlands Elementary School District 106

Trustee Doherty made a motion to approve a Surety Bond in the amount of \$2,713,750.00 on behalf of LaGrange Highland School District 106. **Trustee Kirksey-Miller seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

FY2023 Tyler Technologies School ERP Pro Subscription

Treasurer Getty and the Board of School Trustees discussed the FY2023 Tyler Technologies School ERP Pro subscription renewal.

Review/Approval of Payables List

Trustee Kirksey-Miller made a motion to approve the September 15, 2022, payables in the amount of \$179,119.60.00 as presented. **President Thiessen seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Motion to Approve Letters to Member Districts Regarding New School Board Members

The Board discussed the implementation of the 105 ILCS 5/5-2 which expands the LTTO board from three members to seven members and reviewed the draft communication to member districts. **President Thiessen made a motion** to approve the draft letter with minor changes.

Trustee Kirksey-Miller seconded the motion.

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Additionally, **President Thiessen made a motion** to begin the process of appointing a fourth board member at the December 2022 board meeting **Trustee Kirksey-Miller seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

OLD BUSINESS:

Approval of Resolution 2023-01: A RESOLUTION TO REGULATE AND DEFINE BUSINESS EXPENSE REIMBURSEMENTS FOR EMPLOYEES BY WRITTEN POLICY FOR THE TOWNSHIP TRUSTEES OF SCHOOLS, TOWNSHIP 38 NORTH, RANGE 12 EAST, COUNTY OF COOK, STATE OF ILLINOIS

President Thiessen made a motion to approve the LTTO Expense Reimbursement Policy as presented. **Trustee Kirksey-Miller seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Pro-Rata Receivables - FY2021

Treasurer Getty updated the Trustees on the collection of the FY2021 pro-rata receivables.

Cook County Property Tax Collection Delay – FY2023

Treasurer Getty provided the Trustees with an update on the following:

- Cook County Tax Distribution Forecast
- Cook County Property Tax Bridge Fund
- LTTO Warrant Purchase Agreement

President Thiessen made a motion at 6:57 P.M. to suspend the Board Meeting for the purpose of entering Closed Session

- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(1),* “Discussion on the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.”
- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(11),* “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.”

Trustee Doherty seconded the motion.

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Action as a result of Closed Session - None

Special Meeting reconvened following Closed Session & Adjournment

Motion by President Thiessen at 7:12 p.m. to simultaneously resume and adjourn the August 23, 2022, Special Meeting. **Trustee Kirksey-Miller seconded the motion.**

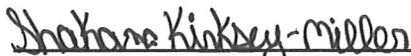
Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

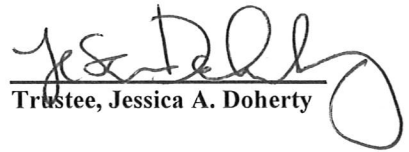
Motion carried.

Minutes approved by:



President, Michael S. Thiessen



Trustee, Shakana L. Kirksey-Miller

Trustee, Jessica A. Doherty

Date: 11-15-2022

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MINUTES OF THE CLOSED MEETING OF THE LYONS TOWNSHIP TRUSTEES OF SCHOOLS

October 18, 2022

1. Call to Order.

The Closed Session of the Lyons Township Trustees of Schools was called to order by President Thiessen at the Township School Treasurer's Office, 6438 Joliet Rd, Countryside, Illinois 60525, at 7:04 pm.

2. Roll Call.

Taken by President Thiessen. Present were Trustee Kirksey-Miller and Trustee Doherty. Also present were Treasurer Ken Getty, Brigid Murphy, Director of Finance and Operations, and Katie Ngo, Board Attorney.

3. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when a public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).

The Trustees discussed the status of pending litigation with Lyons Township School District 204 and the draft pleading prepared to be filed in the ICRMT litigation.


4. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. 5 ILCS 120/2(c)(1).

The Trustees discussed continuing education for the Trustee and the office staff. The Trustees further discussed negotiations of the Treasurer's contract renewal.

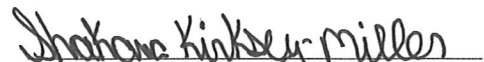
5. Adjournment.

Trustee Kirksey-Miller, moved to adjourn the Closed Session, seconded by Trustee Thiessen. Closed session was adjourned at 8:22 pm.

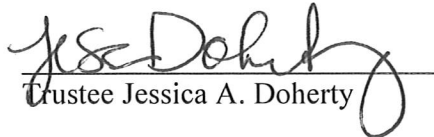
Minutes Approved by:



President, Michael S. Thiessen



Trustee Shakana L. Kirksey-Miller



Trustee Jessica A. Doherty

Date: 11-15-2022