

# 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

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## *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.**

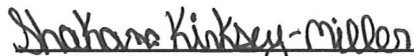
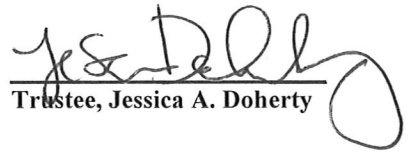
**Roll Call:**     **Ayes:**           Thiessen, Kirksey-Miller & Doherty  
                  **Nays:**           None  
                  **Absent:**          None

*Motion carried.*

**Minutes approved by:**



\_\_\_\_\_  
President, Michael S. Thiessen

  
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Trustee, Shakana L. Kirksey-Miller

\_\_\_\_\_  
Trustee, Jessica A. Doherty

**Date:** 11-15-2022