

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

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

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Minutes of the Regular Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office May 16, 2022– 6:00 P.M.

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

Staff Members Present

Mr. Kenneth T. Getty, Treasurer
Ms. Brigid Murphy, Director of Finance and Operations
Ms. Cathy Pavlik, Accountant & Records Manager
Ms. Lisa McAtee, Accountant
Ms. Georgina Trevino, Staff Accountant

Other Guests Present

Mr. Katie Ngo, Attorney for LTTO
Ms. Betsy Allen, Miller Cooper, LTTO Auditor
Ms. Kathleen Graffam, LaGrange Area League of Women Voters
Ms. Cynthia Schilsky, LaGrange Area League of Women Voters

Call to Order

President Thiessen called the meeting to order at 6:05 P.M.

Pledge of Allegiance

Public Comments

Ms. Kathleen Graffam asked for clarification regarding the change of investment custodial banks.

Review/Approval of Minutes

Trustee Kirksey-Miller made a motion to approve the April 25, 2022, open session board meeting minutes as presented. The motion was **seconded by Trustee Doherty**.

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

Motion carried.

Treasurer's Report

Treasurer Getty welcomed the Trustees, staff, and guests to the first in person LTTO Board meeting since 2020 and to the LTTO's new location. He provided the Trustees with an update on the health and wellbeing of the LTTO staff members & their families noting that all have remained safe and COVID free since the last board meeting. Treasurer Getty noted that there were no service disruptions to member districts during the office relocation and he thanked the Trustees for the support they provided during the office relocation.

Review the Lyons Township Treasurer's Financial Reports

The Trustees reviewed and discussed the Lyons Township School Treasurer's April 2022 financial statements and highlighted the amended budget on the agenda for approval. Treasurer Getty noted that the amended budget if approved will reduce overall LTTO expenditures by more than \$70,000.

Review/Approval of Review School Districts Official Records

Board of School Trustees reviewed and discussed the member district March 2022 financial records. The Board discussed the possibility of an extended delay in the collection and distribution of the second installment of Cook County property taxes and the LTTO's ability to potentially provide financial support to member districts or other municipal entities in need of short-term cash flow assistance.

NEW BUSINESS:

FY2021 LTTO Audit Update

Betsy Allen of Miller Cooper & Co., Ltd provided the Board with an update on the LTTO FY21 audit report. Ms. Allen noted that the LTTO provided Miller Cooper with all required information in the third quarter of 2021 and that Miller Cooper has finalized the numbers, but the new GASB 84 implementation has caused the delay in releasing the audit.

Lyons Township School Treasurer's Employee Insurance Benefit Renewal

President Thiessen made a motion to approve the FY23 Employee Benefits renewal with the condition that the Companion Life renewal rates remain at or below the amounts presented and that any increase to those rates would require further approval from the Board. The motion was **seconded by Trustee Kirksey-Miller**.

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

Motion carried.

Approval of Lyons Township School Treasurer's Surety Bond - FY23

Trustee Doherty made a motion to approve the renewal of the treasurer's bond for FY23 in the amount of \$15,000. The motion was **seconded by Trustee Kirksey-Miller**.

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

Motion carried.

Review/Approval of Payables List

Trustee Kirksey-Miller made a motion to approve the May 16, 2022, payables in the amount of \$34,479.66 as presented. The motion was **seconded by President Thiessen**.

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

Motion carried.

FY23 Board of School Trustees Future Meeting Dates

Trustee Kirksey-Miller made a motion to approve the following future LTTO Board Meeting dates. The motion was **seconded by Trustee Doherty**.

- Thursday, June 30, 2022
- Monday, July 18, 2022
- Monday, August 22, 2022
- Thursday, September 15, 2022
- Monday, October 17, 2022
- Monday, November 14, 2022
- Monday, December 19, 2022
- Monday, January 30, 2023

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

Motion carried.

Proposed FY22 LTTO Amended Budget

President Thiessen made a motion to approve amended FY22 budget as presented noting that the amended budget reduces the LTTO total budget amount by \$70,263. The motion was **seconded by Trustee Kirksey-Miller**.

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

Motion carried.

OLD BUSINESS:

FY2021 Pro-Rata Billing

Treasurer Getty presented the FY21 pro-rata billing to the Trustees. It was noted that the LTTO operating costs have decreased by more than 10% since FY16 and that revenue numbers used to calculate the pro-rata directly from member district Annual Financial Reports filed with the Illinois State Board of Education. It was also stated that Pro-Rata is billed in arrears and was calculated based on the Illinois School Code. **A Motion was made by President Thiessen** to approve the FY21 Pro-Rata billing totaling \$2,373,730.12. The motion was **seconded by Trustee Kirksey-Miller**.

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

Motion carried.

Trustee Kirksey-Miller made a motion at 7:20 p.m. to suspend the Board Meeting for the purpose of entering Closed Session

- *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."
- *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)(5)*, "The purchase or lease of real property for the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired."

The motion was **seconded by Trustee Doherty.**

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

Motion carried.

Special Meeting reconvened following Closed Session

A motion was made at 8:38 p.m. by **President Thiessen** to resume the Special Meeting of May 16, 2022, **Seconded by Trustee Doherty.**

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

Motion carried.

Adjournment

There was no action as a result of closed session. **Motion by President Thiessen** to simultaneously adjourn the closed session and the Regular Meeting of the Board of Trustees at 8:38 p.m. The motion was **seconded by Trustee Doherty.**

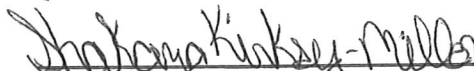
Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.


Minutes approved by:



President, Michael Thiessen



Trustee, Shakana Kirksey-Miller



Trustee, Jessica Doherty

Date: 06/30/2022