

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 Regular Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office June 30, 2022– 6:00 P.M.

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

Other Guests Present

Mr. Katie Ngo, Attorney for LTTO
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 6:12 P.M.

Ms. Shakana Kirksey-Miller joined the meeting at 6:14 P.M.

Pledge of Allegiance

Public Comments

Ms. Graffam asked about the status of the FY21 LTTO audit and if there would be a change in auditors for FY22. President Thiessen gave an update and noted that there would be no change in auditors for FY22.

Review/Approval of Minutes

The following open and closed session Board Meeting Minutes were reviewed and approved as follows:

Meeting	Motion Made By:	Motion 2nd By:	Votes
May 16, 2022 – LTTO Open Meeting	Trustee Kirksey-Miller	Trustee Doherty	3-Yes 0 - No
May 16, 2022 – LTTO Closed Meeting	Trustee Kirksey-Miller	Trustee Doherty	3-Yes 0 - No

Treasurer’s Report

Treasurer Getty recognized the LTTO staff for their tremendous job of handling summer payrolls. There has been a shortened summer payroll timeline in FY21 and the LTTO staff stepped up to help and support to each other during the month. Staff has now pivoted to now completing month end and year end reporting to the member districts. He also provided an update on the Bank Optimization project that started at the beginning of FY22 which is resulting in efficiencies and cost savings. Treasurer Getty highlighted the achievements by the LTTO F.A.M.I.L.Y and extended F.A.M.I.L.Y during the FY22.

Review the Lyons Township Treasurer’s Financial Reports

Board of School Trustees reviewed and discussed the Lyons Township School Treasurer’s May 2022 financial statements. It was noted that the LTTO still finished the year below the amended budget.

Review/Approval of Payables List

President Thiessen made a motion to approve the June 30, 2022, payables in the amount of \$57,491.31 as presented. Trustee Kirksey-Miller seconded the motion

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

Motion carried.

Review/Approval of Review School Districts Official Records

Board of School Trustees reviewed and discussed the member district April 2022 and May 2022 financial records. The Board discussed the possibility of an extended delay in the collection/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:

Approval of Cyber Liability Insurance Policy – FY2023

Trustee Kirksey-Miller made a motion to approve the \$4,349.00 payment to renew the LTTO’s cyber liability insurance for the FY23. Treasurer Getty noted that the increase in premium is related to the significant increase in cyber-attacks in the past year. President Thiessen seconded the motion.

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

Motion carried.

Lyons Township Summer Employment Work Program

Trustee Doherty made a motion to approve the LTTO’s participation in the Lyons Township Summer Work Program. The program is designed to provide young people internship opportunities

at participating municipalities within the Lyons Township. There is no cost to the participating government entity; participants are paid directly by the Township. Trustee Kirksey-Miller seconded the motion.

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

Motion carried.

Semi-Annual Review of Closed Session Minutes

The following closed session Board Meeting Minutes were reviewed and approved as follows:

Minutes Date	Motion Made By:	Motion 2nd By:	Votes
December 20, 2021	Trustee Kirksey-Miller	Trustee Doherty	3-Yes 0 - No
January 10, 2022	Trustee Kirksey-Miller	President Thiessen	3-Yes 0 - No
February 14, 2022	President Thiessen	Trustee Doherty	3-Yes 0 - No
March 21, 2022	Trustee Kirksey-Miller	President Thiessen	3-Yes 0 - No

Cook County Property Tax Collection Delay – FY23

The Board discussed the possibility of a lengthy delay in the collection/distribution of second installment of 2021 Cook County property taxes. An extended delay could adversely affect some member districts. Additionally, the Board discussed the possibility of providing financial support such as, short-term lending or warrant purchases, to assist our members and the logistics of rolling out such a program. President Thiessen asked Treasurer Getty to prepare cash flow projections and a draft communication to member districts about this program for the next Board Meeting.

OLD BUSINESS:

Pro-Rata Receivables - FY21

Treasurer Getty provided an update on the status of collecting the FY21 pro-rata payments from member districts.

Trustee Doherty made a motion at 7:00 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)(21)*, “Discussion of minutes of meetings lawfully closed under this Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.”

Seconded by Trustee Kirksey-Miller.

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

Motion carried.

A motion was made by Trustee Kirksey-Miller by unanimous consent (no dissent) to simultaneously reconvene & adjourn the Open Session of the June 30, 2022, Special Meeting at 7:48 P.M. President Thiessen seconded the motion.

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

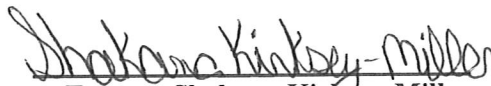
Motion carried.

Action as a result of Closed Session - None

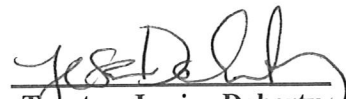
Minutes approved by:



President, Michael Thiessen



Trustee, Shakana Kirksey-Miller



Trustee, Jessica Doherty

Date: 07/18/2022

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

June 30, 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 7:06 pm.

2. Roll Call.

Taken by President Thiessen. Present were President Thiessen, 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 District 204 and the recent filings.

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 and the Treasurer discussed employee compensation for the LTTO staff.

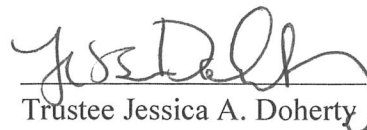
5. Adjournment.

Trustee Doherty moved to adjourn the Closed Session, seconded by Trustee Kirksey-Miller and President Thiessen. Closed session was adjourned at 7:47 pm.

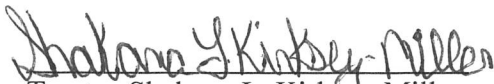
Minutes Approved by:



President, Michael Thiessen



Trustee Jessica A. Doherty


Trustee Shakana L. Kirksey-Miller

Date: 07/18/2022