

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 December 20, 2021 – 6:00 P.M.

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois (Lyons Township) have called a special meeting on December 20, 2021, at 6:00 P.M. Pursuant to Governor Pritzker's Executive Order 2020-73, the regular meeting will be a virtual meeting.

Microsoft Teams Virtual Meeting Information

[Click Here to Join Meeting](#)

Dial In +1-872-810-3297, Conference ID: 955 744 393#

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

Staff Virtually Present

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

Others Virtually Present

Ms. Katie Ngo, Attorney for LTTO
Ms. Cynthia Schilsky, League of Women Voters & LaGrange resident

Call to Order

President Thiessen called the meeting to order at 6:01 P.M.

Pledge of Allegiance

Public Comments - None

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 |
|----------------------------------------|---------------------------|-----------------------|-----------------|
| November 22, 2021 – TTO Open Meeting | Trustee Kirksey-Miller | President Thiessen | 3-Yes 0 - No |
| November 22, 2021 – TTO Closed Meeting | Trustee Kirksey-Miller | President Thiessen | 3-Yes 0 - No |

Treasurer’s Report

Treasurer Getty provided the Trustees with an update on the health and wellbeing of the LTTO staff members & their families. He also informed the Board that, since the last LTTO Board meeting, the following have been accomplished: 1) all member districts Annual Statement of Affairs [ASA] reports were prepared and published at the end of November, as required; 2) the LTTO executed more than \$12,000,000 in debt service payments on behalf of member districts; 3) the office has begun receiving Annual Financial Reports [AFR] filings and are filing these with the regional office of education; and 4) tax levies are being filed with the Cook County Clerk’s office. Treasurer Getty also reported that due to the significant rise in the number of local positive COVID cases, the LTTO office staff will work a hybrid schedule after the Christmas holiday through the first week of 2022. He confirmed to President Thiessen that during this period there will be no interruption of service to our member districts.

Review the Lyons Township Treasurer’s Financial Reports

Board of School Trustees reviewed and discussed the TTO’s November financial statements. He noted that these statements were generated directly from the LTTO’s general ledger/financial software system. It was noted that the TTO is on budget, and he expects that by year end the TTO should be under budget.

Review/Approval of Payables List

A motion was made by Trustee Kirksey-Miller to approve the December 16-20, 2021, payables in the amount of \$41,278.61 as presented. **Seconded by President Thiessen.**

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

Motion carried.

Review School Districts Official Records

Board of School Trustees reviewed and discussed member district financial records for November 2021.

NEW BUSINESS:

Review/Approval of Depositories

Treasurer Getty stated that this was originally added to the agenda in anticipation of changing the LTTO’s investment custodial bank from CIBC to Fidelity. This was being considered to lower the fees charged by CIBC. However, since the agenda was published, CIBC has agreed to waive all custodial fees indefinitely. Treasurer Getty anticipates that the fee waiver will reduce the fees paid by LTTO by approximately \$30,000 annually. No action was taken by the Trustees.

Motion to suspend the Board Meeting for the purpose of entering Closed Session

A motion was made at 6:17 P.M. by Trustee Doherty to enter closed session under:

- *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.”

Seconded by Trustee Kirksey-Miller.

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

Special Meeting reconvened following Closed Session

A motion was made by Trustee Doherty to resume the Special Meeting of December 20, 2021, at 6:35 P.M. **Seconded by Trustee Kirksey-Miller.**

Roll Call: **Present:** Thiessen, Kirksey-Miller & Doherty
 Absent: None
Motion carried.

Action as a result of Closed Session

A motion was made by President Thiessen to accept and approve the final L. Kane Final Wage and Benefit Deduction Agreement and payment. **Seconded by Trustee Kirksey-Miller.**

Roll Call: **Present:** Thiessen, Kirksey-Miller & Doherty
 Absent: None
Motion carried.

Adjournment

A motion was made by President Thiessen to adjourn the Special Meeting of the Board of Trustees at 6:40 P.M.; **Seconded by Trustee Kirksey-Miller.**

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

Minutes approved by:

***Minutes have been approved at the 01/10/2022 Meeting and will be signed when the current COVID-19 precautions allow

President, Michael Thiessen

Trustee, Shakana Kirksey-Miller

Trustee, Jessica Doherty

Date: 01/10/2022