

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Theron G. Tobolski, Trustee
Michael Dickman, Trustee

22 Calendar Ave. STE D
LaGrange, IL 60525
Phone 708-352-4480
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Minutes of the Special Meeting of the Lyons Township Trustees of Schools November 28, 2016

1. Call to Order & Roll Call

President Thiessen called the meeting to order at 5:41 P.M.

Roll call was taken and present were Trustee Tobolski and Trustee Dickman. Also present were Township School Treasurer; Dr. Susan Birkenmaier, Office Manager; Lauralee Conway, Special Projects Coordinator; Ken Getty, and Emily Witt, TTO Attorney.

2. Pledge of Allegiance

3. Public Comments

None

4. Approval of Minutes

Motion by Trustee Tobolski to approve the minutes of:

September 26, 2016 – Open Session

Seconded by Trustee Dickman

Roll Call: Ayes: Tobolski, Dickman

Nays: None

Abstain: Thiessen

Motion carried.

Motion by Trustee Tobolski to approve the minutes of:

September 26, 2016 – Closed Session

Seconded by Trustee Dickman

Roll Call: Ayes: Tobolski, Dickman

Nays: None

Abstain: Thiessen

Motion carried.

Motion by Trustee Tobolski to approve the minutes of:
October 31, 2016 – Open Session

Seconded by Trustee Dickman

Roll Call: Ayes: Tobolski, Dickman
Nays: None
Abstain: Thiessen

Motion carried.

Motion by Trustee Tobolski to approve the minutes of:
October 31, 2016 – Closed Session

Seconded by Trustee Dickman

Roll Call: Ayes: Tobolski, Dickman
Nays: None
Abstain: Thiessen

Motion carried.

5. Review/Approval of the Lyons Township Treasurer’s financial reports

Treasurer Birkenmaier reviewed the Lyons Township School Treasurer’s financial statements for the month October, 2016.

No action needed.

6. Review School Districts Official Records

Treasurer Birkenmaier reviewed the School Districts Official Records for the months of: August, 2016 – September, 2016 – October, 2016

No action needed.

7. Review/Approval of payable list

Motion by Trustee Tobolski to approve the payables list for:

November 28, 2016 - \$ 14,629.16

Seconded by Trustee Dickman.

Roll Call: Ayes: Thiessen, Tobolski, Dickman
Nays: None
Absent: None

Motion carried.

8. IMRF Discussion

Treasurer Birkenmaier reported on the wage adjustment for Bob Healy’s earnings. The Lyons TTO has received a credit for contributions associated with excess wage payments. Based on the contribution credit from the lower wages, the TTO also experienced a reduction in the annual IMRF employer contribution rate from 16% to

8%. This rate reduction has been reflected in the annual budget. Due to the adjustments there is a sizable financial credit in the TTO employer account. Treasurer Birkenmaier reported a hybrid of options to apply the credit balance towards. The Trustees requested Dr. Birkenmaier contact IMRF and request the credit balance be applied to the current unfunded liability.

No action needed.

8. Employment Recommendation

Motion by Trustee Dickman to approve the hiring of Claudette Hillock as the Financial Services Specialist effective November 9, 2016. **Seconded by Trustee Tobolski.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman

Nays: None

Absent: None

Motion carried.

Motion by Trustee Dickman to approve the hiring of Catherine Pavlik effective December 1, 2016. **Seconded by Trustee Tobolski.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman

Nays: None

Absent: None

Motion carried.

9. Lyons Township Trustees of School Board Policy & Resolution

Motion by Trustee Tobolski to approve “Attendance by Means Other Than Physical Presence Policy” as presented. **Seconded by Trustee Dickman.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman

Nays: None

Absent: None

Motion carried.

Motion by Trustee Dickman to approve Resolution 2016-03 – “Regulate Expense Reimbursements” as presented. **Seconded by Trustee Tobolski.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman

Nays: None

Absent: None

Motion carried.

10. FY17 Commercial Insurance Coverage

Motion by Trustee Dickman to approve and renew the FY17 Commercial Insurance &

Workers Compensation premium. **Seconded by Trustee Tobolski.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman

Nays: None

Absent: None

Motion carried.

11. District Updates

Treasurer Birkenmaier reported the Lyons School Trustees requested to attend School District Board of Education meetings to provide updates on several Lyons TTO pending issues. The focus of the presentation will be to provide information on the value added to each district by the TTO; information on TTO generated interest earnings; TTO operations, capital and litigation costs; and to provide for an exchange of questions and comments on the TTO and district relationships. The Treasurer's Office has met with Western Springs School District #101, Indian Springs School District #109, Lyons Township High School #204 and Willow Springs School District #108. The Treasurer's Office has scheduled to meet with Lyons #103, Argo #217 and Summit #104's Board of Education. The remaining districts are currently being scheduled (102,105,106,107).

In addition LADSE's Director sent a resolution of withdrawal from the TTO. The Director is asking for a meeting to discuss the LADSE withdrawal. President Thiessen and the School Trustees discussed making a motion to approve their withdrawal effective December 1, 2016. Discussion followed.

Treasurer Birkenmaier will schedule a meeting with the Director of LADSE to discuss the details of their request of withdrawal and report back to the School Trustees.

12. FY16 Audit Presentation

Ms. Betsy Allen from Miller Cooper & Co., Ltd, presented the Lyons Township Annual Audit for FY16 to the Board of School Trustees.

13. Closed Session

Motion by President Thiessen to suspend the Special Meeting for the purpose of entering closed session at **7:24 P.M.**, for the purpose of:

- *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.”*

All in favor, motion carried.

10. Reconvene the Special Meeting of the Board of Trustees

Motion by President Thiessen to reconvene the Special Meeting of the Board of Trustees at **8:54 P.M. Seconded by Trustee Dickman.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman

Nays: None

Absent: None

Motion Carried.

11. Action as a result of Closed Session

None

12. Adjournment


President Thiessen moved to adjourn the Special Meeting of the Board of Trustees at **8:54 P.M. Seconded by Trustee Tobolski.**

All in favor, motion carried.

Minutes approved by:



President, Michael Thiessen



Trustee, Theron Tobolski



Trustee, Michael Dickman

Approved on: January 9, 2017

***MINUTES OF THE CLOSED MEETING OF THE
LYONS TOWNSHIP TRUSTEES OF SCHOOLS
November 28, 2016***

1. Call to Order.

The Closed Session of the Lyons Township Trustees of Schools was called to order by President Michael Thiessen at the Township School Treasurer's Office, 22 Calendar Court, LaGrange, Illinois at 7:34 p.m.

2. Roll Call.

Taken by President Thiessen. Present were President Thiessen, Trustee Tobolski, Trustee Dickman, Treasurer Susan Birkenmaier, and attorney Emily Witt.

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

Treasurer Birkenmaier discussed her succession plan, as her contract expires June 30, 2017. The Board discussed the possibility of training a replacement for the Treasurer in house, personnel development, and how the staff would fare without Treasurer Birkenmaier.

4. 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 Board discussed the status of the litigation with School District 204. President Thiessen discussed that certain School District 204 board members approached him about a possible settlement agreement. Trustee Dickman provided an update on the recent depositions— how they went, what testimony was given, and whether to order the deposition transcripts. The Board then discussed how they would approach a possible settlement with School District 204 and the potential settlement amount. The Board discussed under what conditions and circumstances they would settle the case. The Board also discussed how a settlement would affect the TTO's relationship with the other school districts, especially those who are not paying all of their bills and those districts that no longer want to a part of the TTO. The Board also discussed the costs of going to trial. Additionally, the Board discussed how the litigation with School District 204 was affecting the TTO's relationship with the other school districts. The Board then discussed the next steps in the litigation and the upcoming depositions.

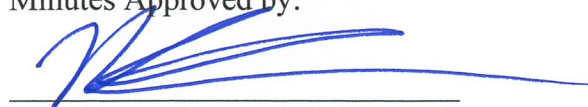
5. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. 5 ILCS 120/2(c)(1).

The Board again discussed the succession plan for Treasurer Birkenmaier and whether they could replace her from within the TTO or whether they would need to hire externally to replace her. The Board and Treasurer Birkenmaier discussed how much time they would need to train a new treasurer.

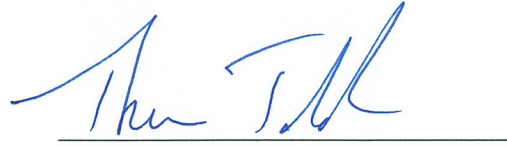
6. Adjournment.

Trustee Dickman moved to adjourn the Closed Session, seconded by Trustee Toboloski. A roll call vote was taken, with President Thiessen, Trustee Tobolski and Trustee Dickman voting aye. Closed session was adjourned at 8:54 p.m.

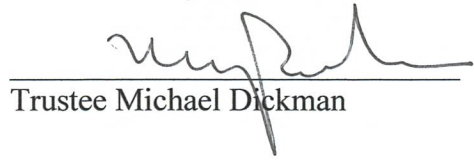
Minutes Approved by:



President, Michael Thiessen



Trustee Theron Tobolski



Trustee Michael Dickman

JAN 09 2017
Date: _____