

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

Fax 708-352-4417

Minutes of the Special Meeting of the Lyons Township Trustees of Schools August 14, 2017 – 5:30 P.M.

<u>Board of School Trustees</u>	<u>PRESENT</u>	<u>ABSENT</u>
Mr. Michael Thiessen	<u>X</u>	—
Mr. Theron Tobolski	<u>X</u>	—
Mr. Michael Dickman	<u>X</u>	—

Staff Present

Dr. Susan Birkenmaier	Ms. Kelly Bradshaw
Mr. Ken Getty	Ms. Debbie Kunis
Ms. Lauralee Conway	Ms. Angelique Duncan

Others Present

Ms. Emily Witt

Call to Order & Roll Call

The meeting was called to order by **President Thiessen** at 5:30 P.M.

Pledge of Allegiance

Public Comments

None

Review/Approval of Minutes

Motion by Trustee Dickman to approve the following minutes:

June 26, 2017 – TTO Open Meeting

Seconded by President Tobolski

Roll Call: Ayes: Thiessen, Dickman, Tobolski

Nays: None

Absent: None

Motion carried.

Review/Approval of Minutes

Motion by Trustee Dickman to approve the following minutes:

June 26, 2017 – TTO Closed Meeting

Seconded by President Tobolski

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

Motion carried.

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

Treasurer Birkenmaier reported the FY17 expenditures were over budget by 19% due to litigation, audit work, financial services and reconciliation work. All FY16 pro-rata payments were paid in FY17 with the exceptions of Western Springs School District #101, their payment was received in July and Lyons Township High School #204 has not paid their invoice to date.

Review School Districts Official Records

Treasurer Birkenmaier reviewed the June 2017 official records with the Township Trustees of Schools.

Review/Approval of Payables List – July 28, 2017

Motion by Trustee Dickman to approve the payables list for:

July 28, 2017 - \$ 22,248.81. **Seconded by President Tobolski**

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

Motion carried.

Review/Approval of Payables List – August 14, 2017

Treasurer Birkenmaier reported the monthly office cleaning expense increased from \$400.00 per month to \$425.00 per month. The IL Counties Risk Management Trust payment of \$14.00 will be approved pending review, a statement was received not an invoice.

Motion by Trustee Dickman to approve the payables list for:

August 14, 2017 - \$ 214,902.47. **Seconded by President Tobolski**

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

Motion carried.

Review/Approval of Leases, Contracts and Agreements

At the June Trustee meeting, a replacement copier lease was presented to the Trustees for consideration. At the Boards request specific changes to the copier lease agreement were made to the current lease. A changeover to the Imagetec Equipment Maintenance Agreement (EMA) will result in a \$170 per month savings for a total annual savings of \$2,040 per year for a five-year period. In addition, an improvement in equipment quality is expected to reduce work disruption saving time and money.

Trustee Dickman moved to approve a 60-month lease for the Imagetec copier and printer proposal at a cost of \$1,069 per month. **Seconded by Trustee Tobolski.**

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

Motion Carried.

June 30, 2017 Investment Report

Treasurer Birkenmaier and Mr. Getty reviewed the June 30, 2017 investment report with the Board and Trustees. Long term portfolio estimated annualized rate of return since inception 7/1/2014 at 2.201%– Gross of Fees. Compared to the benchmark Bank of America Merrill Lynch 1-10 Treasury & Agency Index at 1.554% – Gross of Fees. The FY17 overall rate of return on investments was a net 1.8%

Motion to suspend the Special Meeting for the purpose of entering closed session.

Motion by Trustee Tobolski to suspend the Special Meeting for the purpose of entering closed session at **6:00 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.”*

Seconded by Trustee Dickman.

There will be no action taken after closed session.

Reconvene the Special Meeting of the Board of Trustees

Motion by President Thiessen to reconvene the Special Meeting of the Board of Trustees at **6:43 P.M.** **Seconded by Trustee Dickman.**

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

Motion Carried.

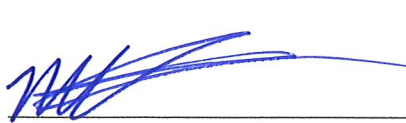
Adjournment

President Thiessen moved to adjourn the Special Meeting of the Board of Trustees at **6:43 P.M. Seconded by Trustee Dickman.**

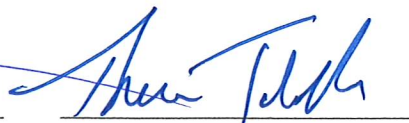
Roll Call: Ayes: Thiessen, Tobolski, Dickman
 Nays: None
 Absent: None

Motion Carried.

Minutes approved by:



President, Michael Thiessen



Trustee, Theron Tobolski



Trustee, Michael Dickman

Approved on: September 25, 2017

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

August 14, 2017

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 6:02p.m.

2. Roll Call.

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

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).**

Trustee Dickman gave an update on the status of the litigation with District 204 and discussed the summary judgment briefs. Trustee Dickman discussed District 204's arguments. The Board discussed the next steps and timeline in the case.

4. Adjournment.

President Thiessen asked for a motion to adjourn the Closed Session, which all members agreed to by unanimous consent. Closed session was adjourned at 6:43 p.m.

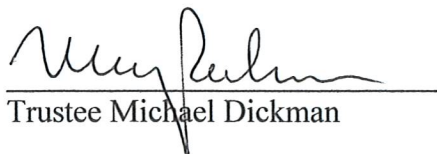
Minutes Approved by:



President, Michael Thiessen



Trustee Theron Tobolski



Trustee Michael Dickman

Date: 9-25-17