

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST
www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Shakana L. Kirksey-Miller, President
Jessica A. Doherty, Trustee
Carol A. McGowan, Trustee
Koula A. Fournier, Trustee

William H. Green, Trustee
William F. Brockob, Trustee
Nicholas H. Caprio, Trustee

6438 Joliet Road, Unit 103
Countryside, IL 60525
Phone 708-352-4480
Fax 708-888-5651

Minutes of the Special Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office July 18, 2023– 6:00 P.M.

	<u>In Attendance</u>	<u>Absent</u>
Ms. Shakana L. Kirksey-Miller	X	
Ms. Jessica A. Doherty	X	
Ms. Carol A. McGowan	X	
Mr. William H. Green		X
Mr. William F. Brockob	X	
Mr. Nicholas H. Caprio		X
Ms. Koula A. Fournier		X

Staff Members Present

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

Other Guests Present

Ms. Katie Ngo, Attorney for LTTO
Ms. Cynthia Schilsky, LaGrange Resident
Ms. Kathleen Graffam, Indian Head Park Resident

AGENDA

Call to Order & Roll Call

President Kirksey-Miller called the meeting to order at 6:04 p.m.

Pledge of Allegiance

Public Comments – Ms. Graffam commented on previous years' audit service fee discrepancies.

Review/Approval of Meeting Minutes

Trustee Brockob motioned to approve the June 27, 2023, Open Session meeting minutes with corrections of a scrivener's error. **Trustee McGowan** seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob & McGowan
 Nays: None
 Abstain: Doherty
 Absent: Caprio, Fournier & Green

Motion carried.

Trustee Brockob motioned to approve the June 27, 2023, Closed Session meeting minutes with corrections of a scrivener’s error. **Trustee McGowan** seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob & McGowan
 Nays: None
 Abstain: Doherty
 Absent: Caprio, Fournier & Green

Motion carried.

Treasurer’s Report

Treasurer Getty reported that the LTTO concluded FY23 under budget. He noted that fourth-quarter interest was distributed to member districts and that there will be a final “Fifth Quarter” or “True-Up” distribution in the Fall. FY23 interest distributions to member districts will total approximately \$6.4 million.

Review the Lyons Township Treasurer’s Financial Reports

The Board of School Trustees discussed and reviewed the Lyons Township School Treasurer’s June 2023 financial statements noting that the office successfully ended FY23 under budget.

Review/Approval of Payables List

Trustee Brockob motioned to approve the June 30, 2023, LTTO payables in the amount of \$8,689.85, as presented. **Trustee McGowan** seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Trustee Brockob motioned to approve the July 18, 2023, LTTO payables in the amount of \$30,535.94, as presented. **Trustee McGowan** seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Review/Approval of Member School Districts Official Records

The Board of School Trustees reviewed and discussed the member district’s May 2023 financial statements.

NEW BUSINESS:

Quarterly Investment Report – June 30, 2023

Treasurer Getty presented the fourth quarter 2023 investment report. In summary, the LTTO’s total investment portfolio outperforms its benchmark (Bank of America Merrill Lynch 1-10 Year Treasury & Agency Index) with 32.43% higher returns. Total FY23 interest distributions to member districts will be approximately \$6.4 million.

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
January 31, 2023 (Closed Session #1)	Trustee Doherty	Trustee Brockob	Ayes: Kirksey-Miller, Brockob, Doherty & McGowan Nays/Abstain: None Absent: Caprio, Fournier & Green
January 31, 2023 (Closed Session #2)	Trustee McGowan	Trustee Brockob	Ayes: Kirksey-Miller, Brockob, Doherty & McGowan

Minutes Date	Motion Made By:	Motion 2nd By:	Votes
			Nays/Abstain: None Absent: Caprio, Fournier & Green
February 21, 2023	Trustee Doherty	Trustee McGowan	Ayes: Kirksey-Miller, Brockob, Doherty & McGowan Nays/Abstain: None Absent: Caprio, Fournier & Green
March 21, 2023	Trustee Brockob	Trustee McGowan	Ayes: Kirksey-Miller, Brockob, Doherty & McGowan Nays/Abstain: None Absent: Caprio, Fournier & Green
April 25, 2023	Trustee McGowan	Trustee Doherty	Ayes: Kirksey-Miller, Brockob, Doherty & McGowan Nays/Abstain: None Absent: Caprio, Fournier & Green
May 23, 2023	Trustee McGowan	Trustee Brockob	Ayes: Kirksey-Miller, Brockob, Doherty & McGowan Nays: None Abstain: None Absent: Caprio, Fournier & Green

Cook County Property Tax Collection Delay – FY24

The Board discussed the likelihood of a 60-day delay in the collection/distribution of the 2022 second installment of Cook County property taxes. The delay could adversely affect a couple of member districts. Additionally, the Board discussed again offering financial support to member districts in the Fall via short-term lending or warrant purchases. This financial assistance program keeps tax dollars as close to the tax base as possible and reduces the overall borrowing expenses associated with our member districts.

OLD BUSINESS:

Pro-Rata Receivables - FY22

Treasurer Getty reported that 100% of the FY22 pro-rata payments from member districts have been received.

Trustee McGowan motioned at 6:51 P.M. to suspend the Board Meeting for the purpose of entering Closed Session. Trustee Doherty seconded the motion.

- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(1)*, “Discussion on the appointment, employment, compensation, discipline, performance or dismissal specific employees of public body.”
- *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)(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.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Motion to reconvene the Board Meeting of the Board of Trustees

Trustee Brockob motioned at 7:52 p.m. to reconvene the July 18, 2023, Board Meeting.

Trustee McGowan seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Action as a result of Closed Session

Trustee Brockob motioned to approve the LTTO job descriptions as presented. Trustee McGowan seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Trustee Brockob motioned to approve the LTTO FY24 compensation with modifications as discussed. Trustee McGowan seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Adjournment

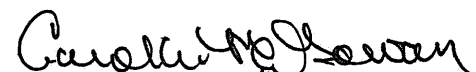
Trustee Doherty motioned at 7:54 p.m. to adjourn the July 18, 2023, Board Meeting. Trustee McGowan seconded the motion.

Roll Call: **Ayes:** Kirksey-Miller, Brockob, Doherty & McGowan
 Nays: None
 Abstain: None
 Absent: Caprio, Fournier & Green

Motion carried.

Minutes Approved by:

President Shakana L. Kirksey-Miller



Trustee Carol A. McGowan

Trustee William H. Green



Trustee Nicholas H. Caprio



Trustee Jessica A. Doherty



Trustee Koula A. Fournier



Trustee William F. Brockob

Date: 8/15/2023

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

July 18, 2023

1. Call to Order.

The Closed Session of the Lyons Township Trustees of Schools was called to order by President Kirksey-Miller at the Township School Treasurer's Office, 6438 Joliet Rd, Countryside, Illinois 60525, at 6:56 pm.

2. Roll Call.

Taken by President Kirksey-Miller. Present were President Kirksey-Miller, Trustee Doherty, Trustee McGowan, and Trustee Brockob. Also present were Treasurer Ken Getty, and Katie Ngo, Board Attorney. Absent from closed session were Trustee Green, Trustee Fournier, and Trustee Caprio.

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 LTHS and the upcoming settlement conference.

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 compensation increases for members of the LTTO staff. The Trustees also discussed the creation of and changes to job descriptions.

5. Adjournment.

Trustee Brockob, moved to adjourn the Closed Session, seconded by Trustee McGowan. Closed session was adjourned by unanimous vote at 7:52 pm.

