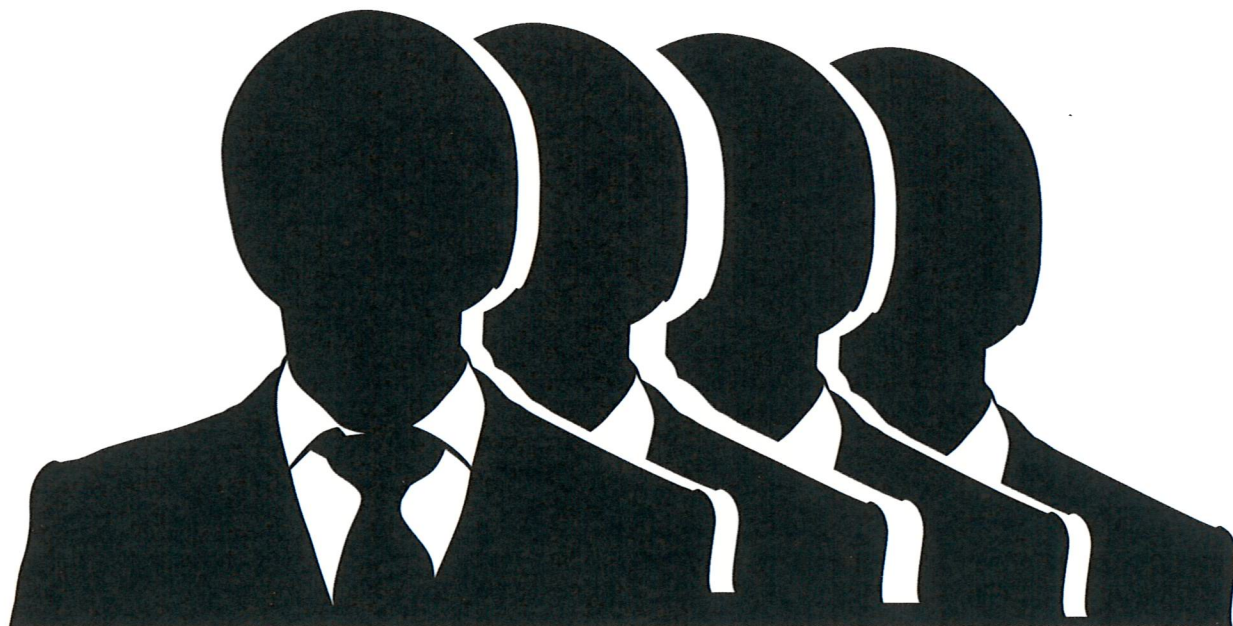


Township of School Trustees
Regular Quarterly Meeting
January 7, 2019
5:30 P.M.

22 Calendar Court, Suite D
LaGrange, IL 60525



MEETING

Call to Order & Roll Call

Pledge of Allegiance

Public Comments

Review/Approval of Minutes

October 15, 2018 - TTO Open Meeting
October 15, 2018 -TTO Closed Meeting
December 10, 2018 - TTO Open Meeting
December 10, 2018 -TTO Closed Meeting

Review the Lyons Township Treasurer's Financial Reports

- December 2018

Lyons Township Trustee of Schools

Revenues-Expenditures by Function

Fiscal Year: 2018-2019 From Date: 12/1/2018 To Date: 12/31/2018

Subtotal by Collapse Mask Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.1940.0000.000.4001	PRORATA - CURRENT YEAR	(\$1,678,186.00)	\$0.00	\$0.00	(\$1,678,186.00)	\$0.00	(\$1,678,186.00)	100.00%
10.4.1940.0000.000.4002	PRORATA - IMMEDIATE PRIOR YEAR	(\$354,104.00)	\$0.00	(\$218,150.11)	(\$135,953.89)	\$0.00	(\$135,953.89)	38.39%
10.4.1940.0000.000.4003	PRORATA - PRIOR YEARS	(\$386,985.00)	\$0.00	\$0.00	(\$386,985.00)	\$0.00	(\$386,985.00)	100.00%
	FUNCTION: SERVICES PROVIDED TO OTHER DISTRICTS - 1940	(\$2,419,275.00)	\$0.00	(\$218,150.11)	(\$2,201,124.89)	\$0.00	(\$2,201,124.89)	90.98%
10.5.2520.1000.000.5001	SALARIES - TREASURER	\$140,000.00	\$11,666.66	\$89,999.96	\$70,000.04	\$0.00	\$70,000.04	50.00%
10.5.2520.1000.000.5002	SALARIES - OFFICE MANAGER	\$71,193.00	\$5,932.76	\$35,596.56	\$35,596.44	\$0.00	\$35,596.44	50.00%
10.5.2520.1000.000.5004	SALARIES - PAYROLL	\$60,000.00	\$5,000.00	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	50.00%
10.5.2520.1000.000.5008	SALARIES - PT RECORDS MANAGEMEM	\$10,815.00	\$712.00	\$5,062.00	\$5,753.00	\$0.00	\$5,753.00	53.19%
10.5.2520.1000.000.5010	SALARIES - OVERTIME	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2520.1000.000.5011	SALARIES - DIR OF FINANCE AND	\$90,000.00	\$7,500.00	\$26,250.00	\$63,750.00	\$0.00	\$63,750.00	70.83%
10.5.2520.1000.000.5012	SALARIES - ACCOUNTANT	\$38,603.00	\$3,216.92	\$19,255.56	\$19,347.44	\$0.00	\$19,347.44	50.12%
10.5.2520.1000.000.5013	SALARIES - SR ACCOUNTANT	\$76,126.00	\$6,343.84	\$37,972.37	\$38,153.63	\$0.00	\$38,153.63	50.12%
10.5.2520.1000.000.5014	SALARIES - RECEPTION/BANKING	\$0.00	\$0.00	\$1,237.58	(\$1,237.58)	\$0.00	(\$1,237.58)	0.00%
10.5.2520.1000.000.5015	SALARIES - PT BUSINESS SERVICE	\$15,000.00	\$807.80	\$7,708.80	\$7,291.20	\$0.00	\$7,291.20	48.61%
10.5.2520.2120.000.0000	BENEFITS - IMRF	\$43,802.00	\$3,880.26	\$21,788.45	\$22,013.55	\$0.00	\$22,013.55	50.26%
10.5.2520.2130.000.0000	FICA	\$39,912.00	\$3,399.11	\$19,520.99	\$20,391.01	\$0.00	\$20,391.01	51.09%
10.5.2520.2140.000.0000	MEDICARE	\$9,334.00	\$794.93	\$4,565.30	\$4,768.70	\$0.00	\$4,768.70	51.09%
10.5.2520.2210.000.0000	LIFE INSURANCE	\$1,608.00	\$0.00	\$550.35	\$1,057.65	\$0.00	\$1,057.65	65.77%
10.5.2520.2220.000.0000	MEDICAL INSURANCE	\$127,393.00	\$8,231.38	\$45,989.31	\$81,403.69	\$0.00	\$81,403.69	63.90%
10.5.2520.2230.000.0000	DENTAL INSURANCE	\$7,994.00	\$0.00	\$2,751.80	\$5,242.20	\$0.00	\$5,242.20	65.58%
10.5.2520.2341.000.0000	VISION INSURANCE	\$1,076.00	\$0.00	\$383.94	\$692.06	\$0.00	\$692.06	64.32%
10.5.2520.3100.000.0000	CPA SERVICES	\$90,000.00	\$9,815.00	\$29,916.25	\$60,083.75	\$0.00	\$60,083.75	66.76%
10.5.2520.3100.000.0019	PROGRAMMING & TRAINING	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2520.3100.000.0023	PROF. & TECH. SERVICES - IT	\$13,000.00	\$0.00	\$2,835.50	\$10,164.50	\$0.00	\$10,164.50	78.19%
10.5.2520.3110.000.0000	EMPLOYEE ASSISTANCE SERVICES	\$2,500.00	\$625.00	\$1,250.00	\$1,250.00	\$0.00	\$1,250.00	50.00%
10.5.2520.3160.000.0000	ANNUAL I.V. LICENSE	\$124,000.00	(\$88.00)	\$0.00	\$124,000.00	\$0.00	\$124,000.00	100.00%
10.5.2520.3160.000.0027	SOFTWARE	\$9,000.00	\$258.00	\$3,059.99	\$5,940.01	\$0.00	\$5,940.01	66.00%
10.5.2520.3170.000.0000	AUDIT/FINANCIAL SERVICES	\$23,000.00	\$3,000.00	\$19,800.00	\$3,200.00	\$0.00	\$3,200.00	13.91%
10.5.2520.3180.000.0000	DEL GALDO LEGAL SERVICES	\$32,000.00	\$3,203.75	\$8,538.75	\$23,461.25	\$0.00	\$23,461.25	73.32%
10.5.2520.3180.000.0001	MILLER CANFIELD - LITIGATION	\$500,000.00	\$64,870.66	\$173,511.78	\$326,488.22	\$0.00	\$326,488.22	65.30%
10.5.2520.3190.000.0000	OTHER PROFESSIONAL AND TECHNIC	\$1,000.00	\$0.00	\$235.80	\$764.20	\$0.00	\$764.20	76.42%
10.5.2520.3200.000.0000	PROPERTY SERVICES	\$575.00	\$0.00	\$293.10	\$281.90	\$0.00	\$281.90	49.03%
10.5.2520.3200.000.0002	PROPERTY APPRAISAL	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2520.3210.000.0000	SANITATION SERVICES	\$840.00	\$70.00	\$420.00	\$420.00	\$0.00	\$420.00	50.00%
10.5.2520.3220.000.0000	CLEANING SERVICES	\$5,100.00	\$425.00	\$2,550.00	\$2,550.00	\$0.00	\$2,550.00	50.00%
10.5.2520.3250.000.0000	RENTALS	\$51,000.00	\$4,053.00	\$25,278.00	\$25,722.00	\$0.00	\$25,722.00	50.44%
10.5.2520.3250.000.0003	COPIER & PRINTER LEASE	\$13,500.00	\$1,462.48	\$6,688.00	\$6,812.00	\$0.00	\$6,812.00	50.46%
10.5.2520.3250.000.0004	NEOPOST LEASE	\$2,004.00	\$0.00	\$1,002.00	\$1,002.00	\$0.00	\$1,002.00	50.00%
10.5.2520.3320.000.0000	TRAVEL	\$1,800.00	\$17.93	\$17.93	\$1,782.07	\$0.00	\$1,782.07	99.00%
10.5.2520.3330.000.0000	MEETING EXPENSE	\$1,200.00	\$285.00	\$402.22	\$797.78	\$0.00	\$797.78	66.48%
10.5.2520.3400.000.0000	TELEPHONE SERVICE	\$9,000.00	\$0.00	\$3,396.48	\$5,603.52	\$0.00	\$5,603.52	62.26%
10.5.2520.3400.000.0005	POSTAGE	\$500.00	\$0.00	\$108.46	\$391.54	\$0.00	\$391.54	78.31%
10.5.2520.3400.000.0008	INTERNET	\$2,700.00	\$0.00	\$1,124.25	\$1,575.75	\$0.00	\$1,575.75	58.36%
10.5.2520.3600.000.0000	PRINTING AND BINDING	\$16,500.00	\$0.00	\$0.00	\$16,500.00	\$0.00	\$16,500.00	100.00%
10.5.2520.3800.000.0000	COBRA ADMINISTRATION	\$750.00	\$0.00	\$456.12	\$293.88	\$0.00	\$293.88	39.18%
10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	\$15,844.00	(\$3,164.22)	\$8,444.03	\$7,399.97	\$0.00	\$7,399.97	46.71%
10.5.2520.3800.000.0013	COMMERCIAL PACKAGE	\$10,000.00	\$8,958.00	\$8,958.00	\$1,042.00	\$0.00	\$1,042.00	10.42%
10.5.2520.3800.000.0014	WORKERS COMPENSATION	\$4,000.00	\$3,210.00	\$3,210.00	\$790.00	\$0.00	\$790.00	19.75%
10.5.2520.3800.000.0015	COMMERCIAL UMBRELLA	\$20.00	\$0.00	\$0.00	\$20.00	\$0.00	\$20.00	100.00%
10.5.2520.3800.000.0016	PUBLIC OFFICIALS LIABILITY	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%

Lyons Township Trustee of Schools

Revenues-Expenditures by Function

Fiscal Year: 2018-2019

From Date: 12/1/2018

To Date: 12/31/2018

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2520.3800.000.0017	CYBER LIABILITY	\$1,875.00	\$0.00	\$1,875.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.2520.3800.000.2009	ILLINOIS DEPT OF EMPLOYMENT SE	\$16,550.00	\$0.00	\$959.00	\$15,591.00	\$0.00	\$15,591.00	94.21%
10.5.2520.4100.000.0000	OFFICE SUPPLIES	\$12,000.00	\$1,870.47	\$4,270.85	\$7,729.15	\$0.00	\$7,729.15	64.41%
10.5.2520.4100.000.0018	PAPER	\$500.00	\$0.00	\$261.18	\$238.82	\$0.00	\$238.82	47.76%
10.5.2520.4100.000.0024	ENVELOPES	\$1,100.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00	100.00%
10.5.2520.4400.000.0000	PERIODICALS	\$500.00	\$0.00	\$337.00	\$163.00	\$0.00	\$163.00	32.60%
10.5.2520.4900.000.0020	CHECKS	\$1,500.00	\$1,656.83	\$1,656.83	(\$156.83)	\$0.00	(\$156.83)	-10.46%
10.5.2520.5500.000.0000	CAPITALIZED EQUIPMENT	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.2520.6400.000.0000	DUES AND FEES	\$3,500.00	\$1,682.12	\$2,185.29	\$1,314.71	\$0.00	\$1,314.71	37.56%
	FUNCTION: FISCAL SERVICES - 2520	\$1,726,464.00	\$159,696.68	\$641,674.78	\$1,084,789.22	\$0.00	\$1,084,789.22	62.83%
Grand Total:			\$159,696.68	\$423,524.67	(\$1,116,335.67)	\$0.00	(\$1,116,335.67)	161.13%

End of Report

Review/Approval of Payables List

- January 7, 2019

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Voucher No: 1059

Voucher Date: 01/07/2019

Prepared By:



Printed: 01/04/2019 02:26:42 PM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$233,158.96 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2018 to June 30, 2019 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Michael S. Thiessen

Board President

Caroline P Golden

Trustee

Michael Dickman

Trustee

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

Fund		Amount
10	EDUCATION	\$233,158.96
		\$233,158.96

Lyons Township Trustee of Schools

Voucher Batch Number: 1059 01/07/2019

Voucher Detail Listing

Fiscal Year: 2018-2019

Vendor Remit Name
Description

ACCURATE OFFICE SUPPLY CO.

Check Group:

Office Supplies

Office Supplies

Check #: 0

PO/Invoice Total: \$132.44
Vendor Total: \$132.44

ADT SECURITY SERVICES

Check Group:

November 2018

Check #: 0

PO/Invoice Total: \$46.52
Vendor Total: \$46.52

COMCAST

Check Group:

Internet - 12/16/2018 - 01/15/2019

Check #: 0

PO/Invoice Total: \$224.85
Vendor Total: \$224.85

De Lage Landen Financial Services, Inc.

Check Group:

Samsung - 12/15/2018 - 01/14/2019

Check #: 0

PO/Invoice Total: \$968.00
Vendor Total: \$968.00

Lyons Township Trustee of Schools

Voucher Batch Number: 1059 01/07/2019

Voucher Detail Listing

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Amount

DEL GALDO LAW GROUP, LLC

Check Group:

Legal Services - November 2018

\$2,913.75

10.5.2520.3180.000.0000
DEL GALDO LEGAL SERVICES

Check #: 0

PO/Invoice Total: \$2,913.75

Vendor Total: \$2,913.75

DESPLAINES VALLEY NEWS 1000059

Check Group:

ASA Publication SD108 FYE 06/30/2018

\$1,160.50

18128 10.5.2520.3600.000.0000
1/7/2019 PRINTING AND BINDING

ASA Publication SD 103 FYE 06/30/2018

\$1,732.50

18131 10.5.2520.3600.000.0000
1/7/2019 PRINTING AND BINDING

ASA Publication SD 109 FYE 06/30/2018

\$2,761.00

18132 10.5.2520.3600.000.0000
1/7/2019 PRINTING AND BINDING

ASA Publication SD217 FYE 06/30/2018

\$3,201.00

18133 10.5.2520.3600.000.0000
1/7/2019 PRINTING AND BINDING

ASA Publication SD104 FYE 06/30/2018

\$2,359.50

18134 10.5.2520.3600.000.0000
1/7/2019 PRINTING AND BINDING

Check #: 0

PO/Invoice Total: \$11,214.50

Vendor Total: \$11,214.50

FIRST COMMUNICATIONS

Check Group:

December 2018

\$699.74

116984507 10.5.2520.3400.000.0000
1/7/2019 TELEPHONE SERVICE

Check #: 0

PO/Invoice Total: \$699.74

Vendor Total: \$699.74

FIRST NATIONAL BANK OF LAGRANGE 1000078

Lyons Township Trustee of Schools

Voucher Batch Number: 1059 01/07/2019

Voucher Detail Listing

Fiscal Year: 2018-2019

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
	1	0	December 2018 1/7/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$82.48
	1	0	December 2018 1/7/2019	10.5.2520.3160.000.0027 SOFTWARE	\$170.00
	1	0	December 2018 1/7/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$22.26
	1	0	December 2018 1/7/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$15.98
	1	0	December 2018 1/7/2019	10.5.2520.6400.000.0000 DUES AND FEES	\$8.03
	1	0	December 2018 1/7/2019	10.5.2520.3330.000.0000 MEETING EXPENSE	\$35.00
	1	0	December 2018 1/7/2019	10.5.2520.3400.000.0005 POSTAGE	\$1.00
Check #: 0					
PO/Invoice Total:					\$334.75
Vendor Total:					\$334.75
LYONS TOWNSHIP ELEMENTARY SCHOOL DIST. 1000132					
Check Group:					
	1	0	February 2019 1/7/2019	10.2.0481.0000.000.9944 HEALTH INSURANCE PAYABLE-ER	\$8,231.37
	1	0	February 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$3,311.11
	1	0	February 2019 1/7/2019	10.5.2520.2210.000.0000 LIFE INSURANCE	\$104.41
	1	0	February 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$75.35
	1	0	January 2019 1/7/2019	10.2.0481.0000.000.9944 HEALTH INSURANCE PAYABLE-ER	\$8,231.37

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1059 01/07/2019

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
M - January 2019	1	0	January 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$3,311.11
L - January 2019	1	0	January 2019 1/7/2019	10.5.2520.2210.000.0000 LIFE INSURANCE	\$104.41
L - January 2019	1	0	January 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$75.35
Check #: 0					
PO/InvoiceTotal:					\$23,444.48
Vendor Total:					\$23,444.48
LYONS TOWNSHIP EMPLOYEE DENTAL COOP		1000133			
Check Group:					
D - February 2019	1	0	February 2019 1/3/2019	10.5.2520.2230.000.0000 DENTAL INSURANCE	\$666.18
D - February 2019	1	0	February 2019 1/3/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$275.18
D - January 2019	1	0	January 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$275.18
D - January 2019	1	0	January 2019 1/7/2019	10.5.2520.2230.000.0000 DENTAL INSURANCE	\$666.18
Check #: 0					
PO/InvoiceTotal:					\$1,882.72
Vendor Total:					\$1,882.72
MILLER CANFIELD PADDOCK & STONE, P.L.C		1000117			
Check Group:					
D204 Post 2012 Pro-Rata - November 2018	1	0	1419087 1/7/2019	10.5.2520.3180.000.0001 MILLER CANFIELD - LITIGATION	\$57,306.50
Check #: 0					
PO/InvoiceTotal:					\$57,306.50
Vendor Total:					\$57,306.50

Pleasantdale School District 107

Lyons Township Trustee of Schools

Voucher Batch Number: 1059 01/07/2019

Voucher Detail Listing

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
Refund of payment-ASA Publication FYE 06/30/2018	1	0	10070353 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,135.20
Check #: 0					
PO/Invoice Total:					\$1,135.20
Vendor Total:					\$1,135.20
PM PRINTING INC.					
1000169					
Check Group:					
Office/Check Envelopes	1	0	18-1173 1/7/2019	10.5.2520.4100.000.0024 ENVELOPES	\$525.00
Check #: 0					
PO/Invoice Total:					\$525.00
Vendor Total:					\$525.00
RRP HOLDINGS, LLC					
Check Group:					
Rent - February 2019	1	0	February 2019 1/7/2019	10.5.2520.3250.000.0000 RENTALS	\$4,053.00
Check #: 0					
PO/Invoice Total:					\$4,053.00
Vendor Total:					\$4,053.00
Garbage - February 2019					
	1	0	February 2019 1/7/2019	10.5.2520.3210.000.0000 SANITATION SERVICES	\$70.00
Check #: 0					
PO/Invoice Total:					\$70.00
Vendor Total:					\$70.00
SHAW MEDIA					
Check Group:					
ASA Publication SD105 FYE 06/30/2018	1	0	10070351 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,135.20
Check #: 0					
PO/Invoice Total:					\$1,135.20
Vendor Total:					\$1,135.20
ASA Publication SD 2045 FYE 06/30/2018	1	0	10070351 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,135.20
Check #: 0					
PO/Invoice Total:					\$1,135.20
Vendor Total:					\$1,135.20
ASA Publication SD 101 FYE 06/30/2018	1	0	10070351 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,135.20
Check #: 0					
PO/Invoice Total:					\$1,135.20
Vendor Total:					\$1,135.20

Lyons Township Trustee of Schools

Voucher Batch Number: 1059 01/07/2019

Voucher Detail Listing

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
1000184	1	0	10070351 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,135.20
	1	0	10070351 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,135.20
	1	0	10070352 1/7/2019	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$905.21
Check #: 0					PO/Invoice Total: \$6,581.21
					Vendor Total: \$6,581.21
SOUND INCORPORATED					
Check Group: Warranty Ext. - January 2019					
1000184	1	0	R159073 1/7/2019	10.5.2520.3160.000.0027 SOFTWARE	\$88.00
Check #: 0					PO/Invoice Total: \$88.00
					Vendor Total: \$88.00
TASC					
Check Group: 12/01/2018 - 12/31/2018					
	1	0	December 2019 1/7/2019	10.5.2520.3800.000.0000 COBRA ADMINISTRATION	\$38.01
	1	0	IN1414265 1/7/2019	10.5.2520.3800.000.0000 COBRA ADMINISTRATION	\$38.01
Check #: 0					PO/Invoice Total: \$76.02
					Vendor Total: \$76.02
TYLER TECHNOLOGIES, INC					
Check Group: IVEE Contract -Year 5 - 1/01/2018 - 10/31/2019					
	1	0	025-241150 1/7/2019	10.5.2520.3160.000.0000 ANNUAL I.V. LICENSE	\$119,739.00
Check #: 0					

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1059 01/07/2019

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
1000202					
UNITED HEALTHCARE INSURANCE COMPANY					
Check Group:					
V - February 2019	1	0	February 2019 1/7/2019	10.5.2520.2341.000.0000 VISION INSURANCE	\$81.86
V - February 2019	1	0	February 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$42.28
V - January 2019	1	0	January 2019 1/7/2019	10.5.2520.2341.000.0000 VISION INSURANCE	\$81.86
V - January 2019	1	0	January 2019 1/7/2019	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$42.28
Check #: 0					
PO/Invoice Total:					\$248.28
Vendor Total:					\$248.28
Vision 96, LLC					
Check Group:					
IT Services - November 2018	1	0	2169 1/7/2019	10.5.2520.3100.000.0023 PROF. & TECH. SERVICES - IT	\$525.00
IT Services - December 2018	1	0	2169 1/7/2019	10.5.2520.3100.000.0023 PROF. & TECH. SERVICES - IT	\$525.00
Check #: 0					
PO/Invoice Total:					\$1,050.00
Vendor Total:					\$1,050.00
WIPE N' KLEEN					
Check Group:					
November 2018	1	0	January 2019 12/28/2018	10.5.2520.3220.000.0000 CLEANING SERVICES	\$425.00
Check #: 0					
PO/Invoice Total:					\$425.00
Vendor Total:					\$425.00

Lyons Township Trustee of Schools

Voucher Detail Listing

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Voucher Batch Number: 1059 01/07/2019

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Vendor Total: \$425.00

Grand Total: \$233,158.96

End of Report

Lyons Township Trustee of Schools

Voucher Supplement Account Summary

Voucher Batch Number: 1059

01/03/2019

Fiscal Year: 2018-2019

Vendor Remit Name	Vendor #	Account	Description	Amount
ACCURATE OFFICE SUPPLY CO.	1000018	10.5.2520.4100.000.0000 Check #: 0	OFFICE SUPPLIES	\$132.44
			Vendor Total:	\$132.44
ADT SECURITY SERVICES	1000021	10.5.2520.3200.000.0000 Check #: 0	PROPERTY SERVICES	\$46.52
			Vendor Total:	\$46.52
COMCAST	1000050	10.5.2520.3400.000.0008 Check #: 0	INTERNET	\$224.85
			Vendor Total:	\$224.85
De Lage Landen Financial Services, Inc.		10.5.2520.3250.000.0003 Check #: 0	COPIER & PRINTER LEASE	\$968.00
			Vendor Total:	\$968.00
DEL GALDO LAW GROUP, LLC		10.5.2520.3180.000.0000 Check #: 0	DEL GALDO LEGAL SERVICES	\$2,913.75
			Vendor Total:	\$2,913.75
DESPLAINES VALLEY NEWS	1000059	10.5.2520.3600.000.0000 Check #: 0	PRINTING AND BINDING	\$11,214.50
			Vendor Total:	\$11,214.50
FIRST COMMUNICATIONS		10.5.2520.3400.000.0000 Check #: 0	TELEPHONE SERVICE	\$699.74
			Vendor Total:	\$699.74
FIRST NATIONAL BANK OF LAGRANGE	1000078	10.5.2520.3160.000.0027 Check #: 0	SOFTWARE	\$170.00
			Vendor Total:	\$170.00

Lyons Township Trustee of Schools

Voucher Supplement Account Summary

Fiscal Year: 2018-2019

Voucher Batch Number: 1059

01/03/2019

Vendor Remit Name	Vendor #	Account	Description	Amount		
LYONS TOWNSHIP ELEMENTARY SCHOOL DIST.	1000132	10.5.2520.3330.000.0000	MEETING EXPENSE	\$35.00		
		Check #: 0				
		10.5.2520.3400.000.0005	POSTAGE	\$1.00		
		Check #: 0				
		10.5.2520.4100.000.0000	OFFICE SUPPLIES	\$120.72		
		Check #: 0				
		10.5.2520.6400.000.0000	DUES AND FEES	\$8.03		
		Check #: 0				
Vendor Total:				\$334.75		
		10.2.0481.0000.000.9944	HEALTH INSURANCE PAYABLE-ER	\$16,462.74		
		Check #: 0				
		10.5.2520.2210.000.0000	LIFE INSURANCE	\$208.82		
		Check #: 0				
		10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	\$6,772.92		
		Check #: 0				
		Vendor Total:				\$23,444.48
LYONS TOWNSHIP EMPLOYEE DENTAL COOP	1000133	10.5.2520.2230.000.0000	DENTAL INSURANCE	\$1,332.36		
		Check #: 0				
		10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	\$550.36		
		Check #: 0				
Vendor Total:				\$1,882.72		
MILLER CANFIELD PADDOCK & STONE, P.L.C	1000117	10.5.2520.3180.000.0001	MILLER CANFIELD - LITIGATION	\$57,306.50		
		Check #: 0				
		Vendor Total:				\$57,306.50
Pleasantdale School District 107		10.5.2520.3600.000.0000	PRINTING AND BINDING	\$1,135.20		
		Check #: 0				
		Vendor Total:				\$1,135.20

Lyons Township Trustee of Schools

Voucher Supplement Account Summary

Voucher Batch Number: 1059

01/03/2019

Fiscal Year: 2018-2019

Vendor Remit Name	Vendor #	Account	Description	Amount
PM PRINTING INC.	1000169	10.5.2520.3600.000.0000 Check #: 0	PRINTING AND BINDING	\$525.00
			Vendor Total:	\$525.00
RRP HOLDINGS, LLC		10.5.2520.3210.000.0000 Check #: 0	SANITATION SERVICES	\$70.00
		10.5.2520.3250.000.0000 Check #: 0	RENTALS	\$4,053.00
			Vendor Total:	\$4,123.00
SHAW MEDIA	1000183	10.5.2520.3600.000.0000 Check #: 0	PRINTING AND BINDING	\$6,581.21
			Vendor Total:	\$6,581.21
SOUND INCORPORATED	1000184	10.5.2520.3160.000.0027 Check #: 0	SOFTWARE	\$88.00
			Vendor Total:	\$88.00
TASC		10.5.2520.3800.000.0000 Check #: 0	COBRA ADMINISTRATION	\$76.02
			Vendor Total:	\$76.02
TYLER TECHNOLOGIES, INC		10.5.2520.3160.000.0000 Check #: 0	ANNUAL I.V. LICENSE	\$119,739.00
			Vendor Total:	\$119,739.00
UNITED HEALTHCARE INSURANCE COMPANY	1000202	10.5.2520.2341.000.0000 Check #: 0	VISION INSURANCE	\$163.72
		10.5.2520.3800.000.0011 Check #: 0	RETIREE/COBRA BENEFITS	\$84.56

Lyons Township Trustee of Schools

Voucher Supplement Account Summary

Voucher Batch Number: 1059

01/03/2019

Fiscal Year: 2018-2019

Vendor Remit Name	Vendor #	Account	Description	Amount
Vision 96, LLC		10.5.2520.3100.000.0023 Check #: 0	PROF. & TECH. SERVICES - IT	\$248.28
			Vendor Total:	\$1,050.00
WIPE N' KLEEN		10.5.2520.3220.000.0000 Check #: 0	CLEANING SERVICES	\$425.00
			Vendor Total:	\$1,050.00
			Vendor Total:	\$425.00
			Grand Total:	\$233,158.96

End of Report

Review School Districts Official Records

- November 2018

Lyons Township School Treasurer's Office
 District Operations Report
 November 2018

District	Beginning FY19 Fund Balance	Beginning FY19 fund balance adjustments*	Revenues	Beg. Balance + Revenues	Disbursements	Ending FY19 Fund Balance	% of Total Ending Fund Balance
995	242,435.83		69,736.13	312,171.96	78,275.30	233,896.66	0.10%
999	804,769.45		2,873,653.03	3,678,422.48	3,121,218.28	557,204.20	0.24%
101	10,031,198.70		8,708,057.67	18,739,256.37	7,225,373.66	11,513,882.71	4.97%
102*	8,511,156.28		18,255,977.30	26,767,133.58	7,470,570.97	19,296,562.61	8.32%
103	12,774,199.15		15,320,441.17	28,094,640.32	14,246,524.65	13,848,115.67	5.97%
104	11,264,811.99		13,597,016.07	24,861,828.06	11,844,541.74	13,017,286.32	5.61%
105	16,467,035.97		11,713,643.88	28,180,679.85	8,640,824.77	19,539,855.08	8.43%
106	12,067,764.44		6,271,884.34	18,339,648.78	4,679,358.09	13,660,290.69	5.89%
106.5	1,559,655.42		2,792,019.56	4,351,674.98	3,859,492.43	492,182.55	0.21%
106.7	9,261.88		0.00	9,261.88	0.00	9,261.88	0.00%
107	13,721,883.36		7,091,061.16	20,812,944.52	3,953,487.41	16,859,457.11	7.27%
108	5,984,829.32		2,751,940.81	8,736,770.13	2,108,346.09	6,628,424.04	2.86%
109	29,249,565.48		15,166,434.57	44,416,000.05	14,736,447.45	29,679,552.60	12.80%
204	40,628,517.83		35,826,577.69	76,455,095.52	27,243,505.24	49,211,590.28	21.22%
2045	3,638,294.52		10,674,866.71	14,313,161.23	7,523,934.46	6,789,226.77	2.93%
217	27,210,053.43		16,929,276.99	44,139,330.42	13,591,641.80	30,547,688.62	13.17%
TOTAL	198,552,285.54	0.00	168,042,587.08	362,208,020.13	130,323,542.34	231,884,477.79	100.00%

* District 102 presented financials represent September 2018, November Financials are pending District Level review


Establishment of Employee 401(a) and 457(b) Retirement Plans

Township Trustees of Schools

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

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Michael Dickman, Trustee
Caroline P. Golden, Trustee

22 Calendar Ave. STE D
LaGrange, IL 60525
Phone 708-352-4480
Fax 708-352-4417

DATE: December 7, 2018
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO 
SUBJECT: Establishment of Employee 401(a) and 457(b) Retirement Plans

At the April 25, 2016 LTTO Board Meeting, Treasurer Dr. Birkenmaier sought the initial approval of the Board of Trustees to explore additional options for LTTO employees who were subject to capped retirement benefits. At the time of the meeting, Dr. Birkenmaier believed that the LTTO would be able to join an existing 403(b) and 457(b) plan at one of the LTTO's member districts. After additional research it was discovered that the LTTO does not meet the qualifications for a 403(b) plan, which is intended for public school employees and certain non-profit tax-exempt organizations.

The LTTO is considered a State Agency and is allowed to establish a 401(a) and 457(b) retirement plans for qualifying employees that wish to participate. There is no cost to the LTTO for the establishment of the two retirement plans with AXA Advisors. Any administrative charges will be determined by the participating member's account value and will vary based on the individual participant's plan selection.

Recommended Motion:

"I move to approve the establishment of 401(a) and 457(b) Retirement Plans for the Lyons Township Treasurer's Office employees beginning December 1st, 2018".

Industrial Appraisal Company


Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Michael Dickman, Trustee
Caroline P. Golden, Trustee

22 Calendar Ave. STE D
LaGrange, IL 60525
Phone 708-352-4480
Fax 708-352-4417

DATE: January 4, 2019
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO 
SUBJECT: FY2019 Proposed Appraisal Agreement

The Lyons Township Treasurer's Office has worked with the Industrial Appraisal Company in the past as it self-reported equipment appraisals, which have been audited by Miller Cooper to ensue conformity to GASB 34. This proposal will have the Industrial Appraisal Company provide an on-site consultation, data collection, inventory, valuation, and cost analysis of fixed assets, along with assigning a bar code identifier to all equipment valued over \$250.

The third-party equipment appraisal has been included in the approved FY2019 Treasurer's Office budget and will be scheduled to take place in the early spring so that it is included in its FY2019 annual audit.

Sound Incorporated

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES

Michael S. Thiessen, President

Michael Dickman, Trustee

Caroline P. Golden, Trustee


22 Calendar Ave. STE D

LaGrange, IL 60525

Phone 708-352-4480

Fax 708-352-4417

DATE: January 4, 2019

TO: Board of School Trustees 

FROM: Kenneth T. Getty, MBA, CSBO

SUBJECT: FY2019 Proposed Network Security Vulnerability Assessment

The Lyons Township Treasurer's Office is always striving to improve and better secure its information technology systems and the proposed network security vulnerability assessment is intended to aid in its continuous improvement.

Disposal of Surplus Property

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES

Michael S. Thiessen, President

Michael Dickman, Trustee

Caroline P. Golden, Trustee

22 Calendar Ave. STE D


LaGrange, IL 60525

Phone 708-352-4480

Fax 708-352-4417

DATE: January 4, 2019

TO: Board of School Trustees

FROM: Kenneth T. Getty, MBA, CSBO 

SUBJECT: Disposal of Surplus Property

Attached is a list of surplus property slated for disposal. Each of the items on the disposal list are no longer in use by the office due to age or condition. When possible we will sell the equipment at a current market value or donate it to a not-for-profit organization within Lyons Township. Broken and/or non-functioning equipment will be disposed in the appropriate manner.

West 40

Closed Session

Motion to suspend the Regular Quarterly 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 specific employees of public body.”

Action as a result of Closed Session

Adjournment