

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
Carol A. McGowan, 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 February 21, 2023– 6:00 P.M.

	<u>In Attendance</u>	<u>Absent</u>
Mr. Michael S. Thiessen	X	
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	

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
Mr. Elias Lopez, President, LaGrange School District 105
Ms. Cynthia Schilsky, LaGrange Area League of Women Voters

Call to Order & Roll Call

President Thiessen called the meeting to order at 6:00 P.M.

Pledge of Allegiance

Public Comments

- Mr. Lopez thanked Treasurer Getty and the Board for their ongoing and routine communication with member districts and the transparency that has consistently been provided.
- Ms. Schilsky asked for clarification about the numeric naming convention for member districts; if the LTTO was considering an RFP for audit services and how non-member districts that contract with the LTTO for short-term investment services will be shown on the financial statements.

Review/Approval of Minutes

Motions were made to approve the following open and closed session meeting minutes, with minor edits, as follows:

MEETING MINUTES REVIEW/APPROVAL						
Date	Meeting	Motion	2nd	Yes	No	Abstain
January 31, 2023	Open Session	President Thiessen	Trustee Doherty	6	0	1
January 31, 2023	Closed Session I	Trustee Kirksey-Miller	President Thiessen	3	0	0
January 31, 2023	Closed Session II	Trustee Kirksey-Miller	Trustee Doherty	7	0	0

Treasurer's Report

Treasurer Getty reported that he is working with the IRS and Tyler Tech to correct a software issue that has caused ACA reporting errors for 2020 & 2021. The board discussed standardizing trustee naming conventions for office signage and letterhead and establishing LTTO email addresses for the new trustees.

Review the Lyons Township Treasurer's Financial Reports

Board of School Trustees discussion and review of the Lyons Township School Treasurer's December 2022 and January 2023 financial statements.

Review/Approval of Payables List

President Thiessen made a motion to approve the February 21, 2023, payables in the amount of \$38,679.94 as presented. **Trustee Kirksey-Miller seconded the motion.**

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

Motion carried.

Review/Approval of Review School Districts Official Records

Trustee Kirksey-Miller made a motion to accept the December 2022 member district official financial records as presented. **Trustee Doherty seconded the motion.**

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

Motion carried.

NEW BUSINESS:

NONE

OLD BUSINESS:

Semi-Annual Review of Closed Session Minutes:

President Thiessen made a motion and seconded by Trustee Kirksey-Miller to open the following Closed Session meeting minutes:

CLOSED MEETING MINUTES RELEASE					
Meeting Date	Motion	2nd	Yes	No	Abstain
May 16, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
June 30, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
July 18, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
August 23, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
September 15, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
October 18, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
November 15, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4
November 30, 2022	President Thiessen	Trustee Kirksey-Miller	3	0	4

President Thiessen made a motion at 6:42 P.M., Trustee Caprio seconded the motion and motion passed with unanimous consent to suspend the Board 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)(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 2.06.”

President Thiessen made a motion at 9:36 P.M., Trustee Caprio seconded the motion and motion passed with unanimous consent to reconvene the Board Meeting of the Board of Trustees.

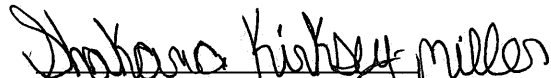
Action as a result of Closed Session – None

President Thiessen made a motion at 9:37 P.M., Trustee Caprio seconded the motion and motion passed with unanimous consent to adjourn the Board Meeting at 9:37 P.M.


Minutes Approved by:



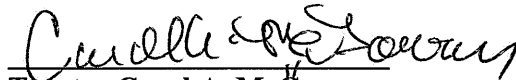
President Michael S. Thiessen



Trustee Shakana L. Kirksey-Miller



Trustee Jessica A. Doherty



Trustee Carol A. McGowan

Trustee William H. Green



Trustee William F. Brockob

Trustee Nicholas H. Caprio

Date: 03/21/2022

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

February 21, 2023

1. Call to Order.

The Closed Session of the Lyons Township Trustees of Schools was called to order by President Thiessen at the Township School Treasurer's Office, 6438 Joliet Rd, Countryside, Illinois 60525, at 6:52 pm.

2. Roll Call.

Taken by President Thiessen. Present were President Thiessen, Trustee Kirksey-Miller, Trustee Doherty, Trustee Caprio, Trustee Green, Trustee McGowan, and Trustee Brockob. Also present were Treasurer Ken Getty, Brigid Murphy, Director of Finance and Operations, Katie Ngo, Board Attorney, William Quinlan, Litigation Attorney, and Barry Kaltenbach, Litigation Attorney.


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 met with litigation counsel and discussed the status of pending litigation and strategy moving forward in the cases.

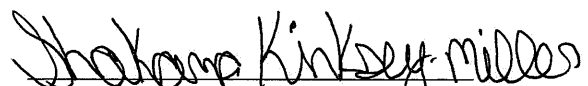
4. Adjournment.

Trustee Kirksey-Miller, moved to adjourn the Closed Session, seconded by Trustee Caprio. Closed session was adjourned by unanimous vote at 9:36 pm.

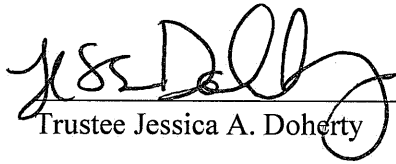
Minutes Approved by:



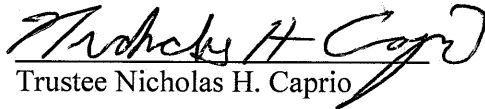
President Michael S. Thiessen



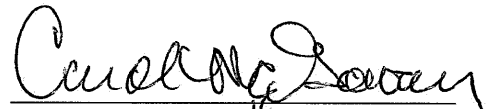
Trustee Shakana L. Kirksey-Miller

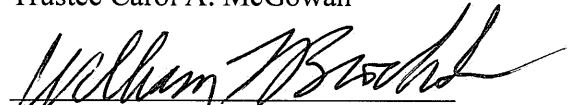

Trustee Jessica A. Doherty

Trustee William H. Green


Trustee Nicholas H. Caprio

Date: 03/21/2023


Trustee Carol A. McGowan


Trustee William F. Brockob