

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonsLTTO.net

BOARD OF SCHOOL TRUSTEES
 Michael S. Thiessen, President
 Shakana L. Kirksey-Miller, Trustee
 Jessica A. Doherty, Trustee

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

Minutes of the Special Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office October 20, 2021 – 5:00 P.M.

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois (Lyons Township) have called a special meeting on October 20, 2021, at 5:00 P.M.
 Pursuant to Governor Pritzker's Executive Order 2020-73, the regular meeting will be a virtual meeting.

Microsoft Teams Virtual Meeting Information

[Click Here to Join Meeting](#)

To Join Meeting via Phone, Dial +1-872-810-3297,
 and enter Conference ID: 193 843 859#

Mr. Michael Thiessen	<u>X</u>	_____
Ms. Shakana Kirksey-Miller	<u>X</u>	_____

Staff Virtually Present

Mr. Kenneth T. Getty, Treasurer
 Ms. Brigid Murphy, Director of Finance and Operations
 Ms. Cathy Pavlik, LTTO Team Member

Others Virtually Present

Mr. Ed Wong, LTTO Attorney
 Ms. Jessica Doherty, Lyons Township Resident
 Mr. Bob Skolnik, Reporter, Riverside-Brookfield Landmark
 Cynthia Schilsky, League of Women Voters (joined virtually at 5:08 P.M.)
 One (1) Anonymous Virtual Guest

Call to Order

President Thiessen called the meeting to order at 5:03 P.M.

Pledge of Allegiance

Public Comments - None

Review/Approval of Minutes

The following Open and Closed session meeting minutes were approved as presented:

Meeting Minute Date	Motion made by:	Motion 2nd By:	Ayes	Nays	Abstain
September 13, 2021 – LTTO Open Meeting	President Thiessen	Trustee Kirksey-Miller	Thiessen Kirksey-Miller	None	None

Meeting Minute Date	Motion made by:	Motion 2nd By:	Ayes	Nays	Abstain
September 23, 2021 – LTTO Open Meeting	President Thiessen	Trustee Kirksey-Miller	Thiessen Kirksey-Miller	None	None
September 23, 2021 – LTTO Closed Meeting	President Thiessen	Trustee Kirksey-Miller	Thiessen Kirksey-Miller	None	None

Motions carried.

Motion to suspend the Regular Meeting for the purpose of entering Closed Session

Motion at 5:08 P.M. by President Thiessen to enter closed session under:

- *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 Kirksey-Miller

Roll Call: Ayes: Thiessen & Kirksey-Miller
 Nays: None
 Absent: None

Motion carried.

Special Meeting reconvened following Closed Session

Motion by President Thiessen to adjourn Closed Session at 5:19 P.M. and resume the Special Meeting of October 20, 2021.

Seconded by Trustee Kirksey-Miller.

Roll Call: Ayes: Thiessen & Kirksey-Miller
 Nays: None
 Absent: None

Motion carried.

Motion to Appoint a Trustee Member of Schools to fill the Trustee vacancy until the April 4, 2023, Consolidated Election

Motion by Trustee Kirksey-Miller to appoint Jessica Doherty to fill the Trustee vacancy.

Seconded by President Thiessen.

Roll Call: Ayes: Thiessen & Kirksey-Miller
 Nays: None
 Absent: None

Motion carried.

Administer Oath of Office for Elected Member of the Trustees of Schools

The Oath of Office for appointed Member Jessica A. Doherty was administered by Cathy Pavlik, LTTO Team member who is a Notary Public.

Treasurer’s Report

Treasurer Getty congratulated Trustee Doherty on her appointment and provided an update on the health and wellbeing of the LTTO staff members & their families. He noted in addition to bi-monthly payrolls and accounts payable runs, the last quarter of the calendar year is busy with various filings for our member districts, such as budget filings with the Cook County Clerk’s

Office in October; preparing, filing and publishing Annual Statement of Affairs in November and filing the annual tax levies in December.

Review the Lyons Township Treasurer’s Financial Reports

Board of School Trustees reviewed and discussed the LTTO’s September financial statements that were generated directly from the LTTO’s financial software system. President Thiessen asked if the FY2020 pro-rata invoices (billed in FY2021) had been fully collected and when FY2021 pro-rata billing is expected to be sent out. Treasurer Getty confirmed that all invoices have been paid in full. He also noted that he is aware that one member district is anticipating a significant delay in completing their annual audit which may impact the LTTO’s FY2021 pro-rata billing.

Review School Districts Official Records

Board of School Trustees reviewed and discussed member district financial records for June 2021, July 2021, and August 2021. Treasurer Getty noted that June was a very typical month however the July 2021 ending fund balances were significantly lower year-over-year due to the delay in Cook County property tax distribution. He stated that once tax collection started in September 2021, the Cook County Treasurer began disbursing these funds quickly.

NEW BUSINESS:

Quarterly Investment Report – September 30, 2021

Treasurer Getty reported that the Lyons Township Treasurer Office’s total investment portfolio continues to outperform its benchmark (Bank of America Merrill Lynch 1-10 Year Treasury & Agency Index) with 1.80% higher returns (LTTO: 2.177% vs. BOA ML 1-10 Index: 2.138%) in the first quarter of FY2022. He stated that although the LTTO continues to beat its benchmark, this margin is lower than previous quarters due to the liquidation of assets from the portfolio related to the withdrawal of Lyons Township High School and to the delay in property tax collections/distributions. President Thiessen asked if the first quarter 2022 interest has been distributed to member districts yet. Treasurer Getty stated that the distributions have not yet been made pending the completion of the LTTO’s audit but that he expects the distribution to be made shortly. President Thiessen also asked if the information contained in the packet has been posted to the LTTO’s website and Treasurer Getty stated that it will be posted at the conclusion of tonight’s meeting.

Approval of Resolution No. 2022-02 – Grant of Easement (501 Ogden Ave, La Grange) on behalf of LaGrange Elementary School District 102

Treasurer Getty stated that this resolution is related to an easement that would allow AT&T to place fiber optic cable along the fence line on the north side of Ogden Avenue School in exchange for a lump sum payment of \$5,000 to District 102. He noted that the LaGrange Elementary School District #102 Board has approved a resolution to allow for the easement but because the title/land deeds for all member districts are held in the name of the LTTO it must also be approved by the LTTO Board. **Motion by Trustee Kirksey-Miller** to approve Resolution No. 2022-02 as presented. **Seconded by President Thiessen.**

Roll Call: Ayes: Theissen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

FY2022 Tyler Technologies Infinite Visions Subscription

Treasurer Getty stated that Tyler Technologies Infinite Visions is the LTTO’s financial software system, accounts for the office’s largest reoccurring annual expense and that is included on the

next agenda item in the October 20, 2021, payables list. **Motion by Trustee Kirksey-Miller** to approve the annual Tyler Technologies subscription for the period November 1, 2021, through October 31, 2022. **Seconded by President Thiessen.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
Nays: None
Absent: None

Motion carried.

Review/Approval of Payables List

Motion by Trustee Kirksey-Miller to approve the October 20, 2021, payables in the amount of \$183,841.15 as presented. **Seconded by President Thiessen.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
Nays: None
Absent: None

Motion carried.

Motion to suspend the Board Meeting for the purpose of entering Closed Session

Motion at 5:48 P.M. by President Thiessen to enter closed session under:

- **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 Kirksey-Miller.

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
Nays: None
Absent: None

Motion carried.

Motion by unanimous consent (no dissent) to simultaneously reconvene & adjourn the Open Session of the October 20, 2021, Special Meeting was made by President Thiessen at 6:08 P.M.

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
Nays: None
Absent: None

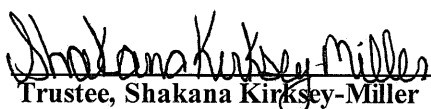
Motion carried.

Action as a result of Closed Session - None

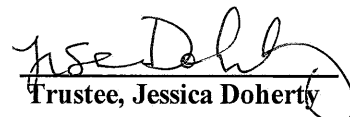
Minutes approved by:



President, Michael Thiessen



Trustee, Shakana Kirksey-Miller



Trustee, Jessica Doherty

Date: 11/22/2021

Township Trustees of Schools

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

October 20, 2021

1. Call to Order.

The Closed Session of the Lyons Township Trustees of Schools was called to order by President Thiessen at 5:11 p.m.

2. Roll Call.

Taken by President Thiessen. Present were President Thiessen and Trustee Kirksey-Miller. Also present were Treasurer Ken Getty, Brigid Murphy, Director of Finance and Operations, and Edward J. Wong, III, Attorney.

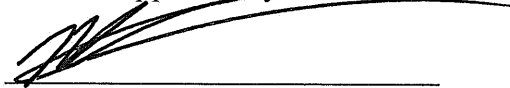
3. The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given the power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).

The Trustees discussed the applicant to fill the vacancy left in the Board by the resignation of former Trustee Michael J. Dickman.

4. Adjournment.

Trustee Thiessen moved to adjourn the Closed Session, seconded by Trustee Kirksey-Miller. Closed session was adjourned at 5:17 p.m.

Minutes Approved by:



President Michael Thiessen

Date: 11/22/2021



Trustee Shakana Kirksey-Miller

Date: 11/22/2021

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

October 20, 2021

1. Call to Order.

The Closed Session of the Lyons Township Trustees of Schools was called to order by President Thiessen at 5:51 p.m.

2. Roll Call.

Taken by President Thiessen. Present were President Thiessen, Trustee Kirksey-Miller, and Trustee Doherty. Also present were Treasurer Ken Getty, Brigid Murphy, Director of Finance and Operations, and Edward J. Wong, III, 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 Discussed the status of pending TRO/preliminary injunction litigation.

4. Adjournment.

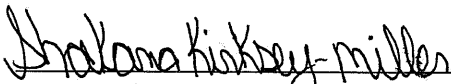
Trustee President Thiessen moved to adjourn the Closed Session, seconded by Trustee Kirksey-Miller and Trustee Doherty. Closed session was adjourned at 6:06 p.m.

Minutes Approved by:



President Michael S. Thiessen

Date: 11/22/2021



Trustee Shakana L. Kirksey-Miller

Date: 11/22/2021



Trustee Jessica A. Doherty

Date: 11/22/2021