

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
 For Inclusion on Board Agenda

 X Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
 _____ Recommendations of Boards, Commissions & Committees (Green)
 _____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: April 26, 2017 (B of T) Date: May 4, 2017

TITLE: Release of Executive Session Minutes

SUBMITTED BY: Janet Downer, Business Administrator/Deputy Village Clerk

BACKGROUND/POLICY IMPLICATIONS:

Public Act 88-378, effective January 1, 1982 requires that minutes of closed session meetings are to be recorded in written form and 5 ILCS 120/2.06 (d) states that "Each public body shall periodically, but not less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

Attached is a resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection – Second Review 2017.

Please place this item on the May 4, 2017 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):

Village Attorney X _____	Date _____
Finance Director X _____	Date _____
Village Manager X <u>Scott Niehaus</u>	Date <u>7/27/17</u>

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



M E M O R A N D U M

TO: Village President and Board of Trustees

FROM: Janet Downer
Business Administrator/Deputy Village Clerk

DATE: April 25, 2017

SUBJECT: Review of Executive Session Minutes
Second Review 2017

State Statute establishes that a review be conducted periodically, but not less than twice yearly, to determine if there is still a need for confidentiality, or that the minutes, or portions thereof, no longer require confidential treatment and are available for public inspection.

During the 2017 First Review, the Village Board decided to release and/or keep confidential certain minutes from 2009 through 2012. Certain minutes from 2013 through 2017 are currently under review and will be considered by the Board of Trustees in the near future.

Please find attached a resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection- Second Review 2017.

Should you have any questions or concerns, please feel free to contact me.

cc: Scott Niehaus, Village Manager
Tom Bayer, Village Attorney

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VILLAGE CLERK
TO MAKE CERTAIN CLOSED SESSION MEETING MINUTES
AVAILABLE FOR PUBLIC INSPECTION
(SECOND REVIEW 2017)**

WHEREAS, the President and Board of Trustees of the Village of Lombard have met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act (the "Act"), a list of said closed session meeting dates being attached hereto as Exhibit "A" and made a part hereof; and

WHEREAS, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

WHEREAS, pursuant to 5 ILCS 120/2.06(c), the President and Board of Trustees have met in closed session to review closed session minutes; and

WHEREAS, the President and Board of Trustees have previously made available for public inspection certain closed session minutes, a list of said disclosed closed session minutes being attached hereto as Exhibit "B" and made a part hereof; and

WHEREAS, the President and Board of Trustees have determined that a need for confidentiality still exists as to the closed session minutes from the closed session meetings set forth on Exhibit "C", attached hereto and made a part hereof; and

WHEREAS, the President and Board of Trustees have further determined that the minutes of the closed session meetings listed on Exhibit "D", attached hereto and made a part hereof, no longer require confidential treatment and should be made available for public inspection;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DUPAGE COUNTY, ILLINOIS, as follows:

SECTION 1: The closed session minutes from those meetings set forth on Exhibit "**D**" attached hereto are hereby released.

SECTION 2: The Village Clerk is hereby authorized and directed to make the minutes from those meetings set forth on Exhibit "D" available for inspection and copying in accordance with the standing procedures of the Clerk's office.

Resolution No. _____
Closed Session Minutes
Page 2

Adopted this _____ day of _____, 2017.

Ayes: _____

Nays: _____

Absent: _____

Approved this _____ of _____, 2017.

Keith T. Giagnorio
Village President

ATTEST:

Sharon Kuderna
Village Clerk

EXHIBIT A
EXECUTIVE SESSION MINUTES

1964

January 6, 1964
January 20, 1964
February 3, 1964
March 16, 1964
April 6, 1964
May 18, 1964
November 2, 1964

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March 15, 1965
May 17, 1965
September 7, 1965
October 18, 1965

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February 21, 1966
March 21, 1966
October 3, 1966
November 7, 1966

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January 3, 1967
January 16, 1967
April 10, 1967
July 3, 1967

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May 6, 1968
May 27, 1968
June 3, 1968
June 17, 1968
October 7, 1968
November 18, 1968

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December 6, 1971

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February 21, 1972
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September 18, 1972
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*Written minutes not yet approved

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September 20, 2007
November 1, 2007
December 6, 2007

2008

January 3, 2008
February 7, 2008
February 21, 2008
April 3, 2008
April 17, 2008
April 26, 2008 (special meeting)
May 1, 2008
May 5, 2008
June 5, 2008
August 21, 2008
September 4, 2008
September 18, 2008
November 20, 2008
December 4, 2008
December 18, 2008

2009

January 6, 2009
February 5, 2009
February 19, 2009
March 5, 2009
March 19, 2009
April 16, 2009
May 7, 2009
May 21, 2009
June 4, 2009
June 18, 2009
August 20, 2009
October 1, 2009
November 19, 2009

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*Written minutes not yet approved

November 18, 2010

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January 6, 2011
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February 3, 2011
February 17, 2011
March 23, 2011
April 7, 2011
April 21, 2011
May 5, 2011
June 2, 2011
June 16, 2011
August 18, 2011
September 1, 2011 (special meeting)
September 1, 2011 (regular meeting)
September 15, 2011
November 17, 2011
December 27, 2011

2012

January 19, 2012
February 2, 2012
February 16, 2012
March 1, 2012
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January 17, 2013
February 7, 2013
March 21, 2013
April 4, 2013
May 2, 2013*
May 16, 2013*
May 22, 2013 (special meeting)
June 6, 2013
June 20, 2013*
August 15, 2013*
September 5, 2013
September 19, 2013
October 3, 2013 (#1)
October 3, 2013 (#2)
October 17, 2013
October 29, 2013 (special meeting)
November 7, 2013*
November 12, 2013 (special meeting)*
November 13, 2013 (special meeting)*
November 14, 2013 (special meeting)*

November 21, 2013
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December 19, 2013*

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January 16, 2014*
February 20, 2014*
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December 17, 2015*

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March 17, 2016*
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May 5, 2016*
May 19, 2016*
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December 1, 2016*

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January 5, 2017*
January 19, 2017*
February 2, 2017*
February 16, 2017*
February 27, 2017 (special meeting)*
March 2, 2017*
March 8, 2017 (special meeting)*
March 16, 2017*
April 6, 2017*
April 20, 2017*
April 27, 2017 (special meeting)*

*Written minutes not yet approved

EXHIBIT B
EXECUTIVE SESSION MINUTES PREVIOUSLY APPROVED FOR
DISCLOSURE

1964

January 6, 1964
January 20, 1964
February 3, 1964
March 16, 1964
April 6, 1964
May 18, 1964
November 2, 1964

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March 15, 1965
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February 5, 2004
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January 6, 2005
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November 2, 2006
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December 7, 2006

2007

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April 19, 2007
June 7, 2007
June 21, 2007
September 6, 2007
September 20, 2007
November 1, 2007

2008

January 3, 2008
February 7, 2008
April 17, 2008
May 1, 2008
May 5, 2008
September 4, 2008
September 18, 2008
November 20, 2008
December 4, 2008
December 18, 2008

2009

January 6, 2009
February 5, 2009
February 19, 2009
March 5, 2009
March 19, 2009
April 16, 2009
June 4, 2009
June 18, 2009

2010

January 7, 2010
March 18, 2010
May 20, 2010
September 2, 2010

2011

April 7, 2011
April 21, 2011

2012

January 19, 2012

EXHIBIT C
EXECUTIVE SESSION MINUTES TO REMAIN CONFIDENTIAL

2003

March 6, 2003
April 17, 2003
June 5, 2003

2004

January 15, 2004
September 2, 2004
September 16, 2004
October 7, 2004
November 4, 2004
November 18, 2004

2005

May 5, 2005
July 21, 2005
October 6, 2005

2006

April 6, 2006
May 18, 2006
June 1, 2006

2007

April 5, 2007
August 9, 2007
December 6, 2007

2008

February 21, 2008
April 3, 2008
April 26, 2008 (special meeting)
June 5, 2008
August 21, 2008

2009

May 7, 2009
May 21, 2009
August 20, 2009
November 19, 2009 (partial)

2010

January 21, 2010
February 4, 2010
February 18, 2010
March 4, 2010
April 1, 2010
May 6, 2010
June 3, 2010
June 17, 2010

August 19, 2010
September 16, 2010
October 7, 2010
November 18, 2010

2011

January 6, 2011
January 20, 2011
February 3, 2011
February 17, 2011
March 23, 2011
May 5, 2011
June 2, 2011
June 16, 2011
August 18, 2011
September 1, 2011 (special meeting)
September 1, 2011 (regular meeting)
September 15, 2011
November 17, 2011
December 27, 2011

2012

February 2, 2012
February 16, 2012
March 1, 2012
March 15, 2012
March 28, 2012
April 19, 2012
May 17, 2012
June 7, 2012
June 21, 2012
August 23, 2012
September 6, 2012
October 2, 2012
October 18, 2012
November 1, 2012
November 15, 2012

2013

March 21, 2013
May 2, 2013*
May 16, 2013*
May 22, 2013 (special meeting)
June 6, 2013
June 20, 2013*
August 15, 2013*
September 5, 2013 (partial)
October 3, 2013 (#2)
November 7, 2013*
November 12, 2013 (special meeting)*

*Written minutes not yet approved

November 13, 2013 (special meeting)*
November 14, 2013 (special meeting)*
November 21, 2013 (partial)
December 5, 2013*
December 19, 2013*

2014

January 16, 2014*
February 20, 2014*
March 6, 2014*
March 20, 2014*
April 3, 2014*
May 15, 2014*
August 21, 2014*
October 2, 2014*
October 16, 2014*

2015

January 22, 2015*
February 5, 2015*
February 19, 2015*
March 5, 2015*
April 2, 2015*
May 21, 2015*
July 16, 2015*
August 13, 2015*
October 1, 2015*
November 5, 2015*
November 19, 2015*
December 3, 2015*
December 17, 2015*

2016

January 21, 2016*
February 18, 2016*
March 17, 2016*
April 7, 2016*
April 21, 2016*
May 5, 2016*
May 19, 2016*
June 16, 2016*
July 21, 2016*
December 1, 2016*

2017

January 5, 2017*
January 19, 2017*
February 2, 2017*
February 16, 2017*
February 27, 2017 (special meeting)*
March 2, 2017*
March 8, 2017 (special meeting)*
March 16, 2017*
April 6, 2017*

*Written minutes not yet approved

EXHIBIT D
EXECUTIVE SESSION MINUTES NOT PREVIOUSLY APPROVED
FOR DISCLOSURE
BUT NOW APPROVED FOR DISCLOSURE AS OF MAY 4, 2017

2009

October 1, 2009

November 19, 2009 (partial)

2012

December 20, 2012

2013

January 17, 2013

February 7, 2013

April 4, 2013

September 5, 2013 (partial)

September 19, 2013 (partial)

October 3, 2013 (#1)

October 17, 2013

October 29, 2013

November 21, 2013 (partial)

