

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

District: All

Resolution or Ordinance (Blue)
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES
FROM: William T. Lichter, Village Manager
DATE : May 25, 2004 **B of T** June 3, 2004
SUBJECT: Release of Executive Session Minutes

SUBMITTED BY: Barbara A. Johnson, Deputy Village Clerk *BJ*

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 (c) states that "Each public body shall periodically, but no 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.

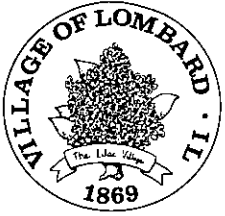
Attached, please find a "Resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection, First review of 2004" for Village Board consideration and approval.

Fiscal Impact/Funding Source: None

Review (as necessary):

Finance Director	_____	Date	_____
Village Manager	<u>William T. Lichter</u>	Date	<u>5/25/04</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.



MEMO TO: William T. Lichter, Village Manager
FROM: Barbara Johnson, Deputy Village Clerk *Bj*
DATE: May 25, 2004
RE: Release of Executive Session Minutes

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 (c) states that "Each public body shall periodically, but no 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.

The collection of minutes has been copied and placed in binders for each Village Board member's perusal prior to release and was distributed in September of 2003.

Attached, please find a Resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection- First review of 2004 for Village Board consideration and approval. A list of minutes, which are to be released, and a list of those not to be released will be attached to the Resolution at the Board's Direction.

Thank you for your consideration of this request. Please place this matter before the Board of Trustees at their June 3, 2004 Executive Session and Regular Village Board meeting. If you have any questions, I will be happy to answer them.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VILLAGE CLERK
TO MAKE CERTAIN CLOSED SESSION MEETING MINUTES
AVAILABLE FOR PUBLIC INSPECTION - FIRST REVIEW 2004**

WHEREAS, the President and Board of Trustees of the Village of Lombard have met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act (the "Act"), a list of said executive 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 executive session minutes, a list of said disclosed executive 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 executive 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 executive 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.

SECTION 3: This Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this ____ day of _____, 2004, pursuant to an roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2004.

William J. Mueller
Village President

ATTEST:

Barbara A. Johnson
Deputy Village Clerk

Exhibit "A"
**LIST OF DATES ON WHICH EXECUTIVE SESSIONS HAVE
TAKEN PLACE**

1982	1983
January 23, 1982	January 6, 1983
February 25, 1982	January 20, 1983
March 18, 1982	February 10, 1983
April 8, 1982	February 24, 1983
April 29, 1982	March 10, 1983
May 6, 1982	March 24, 1983
May 20, 1982	April 14, 1983
May 27, 1982	April 28, 1983
June 3, 1982	May 12, 1983
June 10, 1982	May 26, 1983
July 8, 1982	June 2, 1983
July 22, 1982	June 9, 1983
August 5, 1982	June 23, 1983
August 12, 1982	July 7, 1983
September 2, 1982	July 14, 1983
October 7, 1982	July 21, 1983
October 14, 1982	July 28, 1983
October 21, 1982	August 4, 1983
October 28, 1982	August 11, 1983
November 11, 1982	August 18, 1983
November 18, 1982	September 1, 1983
December 2, 1982	September 8, 1983
December 16, 1982	September 22, 1983
	October 13, 1983
	October 27, 1983
	November 10, 1983
	November 17, 1983
	December 1, 1983
	December 8, 1983

1984

January 12, 1984
January 26, 1984
February 9, 1984
February 23, 1984
March 1, 1984
March 8, 1984
March 22, 1984
March 26, 1984
April 5, 1984
April 12, 1984
April 14, 1984
April 26, 1984
May 17, 1984
May 24, 1984
May 31, 1984
June 7, 1984
July 12, 1984
July 26, 1984
August 9, 1984
September 13, 1984
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March 20, 1986
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May 16, 1996
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April 4, 2002
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EXHIBIT "B"

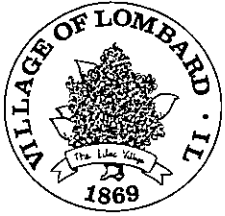
**LIST OF EXECUTIVE SESSION MINUTES
PREVIOUSLY APPROVED FOR DISCLOSURE**

EXECUTIVE "C"

LIST OF EXECUTIVE SESSION MINUTES TO REMAIN CONFIDENTIAL

EXECUTIVE "D"

**LIST OF EXECUTIVE SESSION MINUTES NOT PREVIOUSLY APPROVED
FOR DISCLOSURE, BUT NOW APPROVED FOR DISCLOSURE**

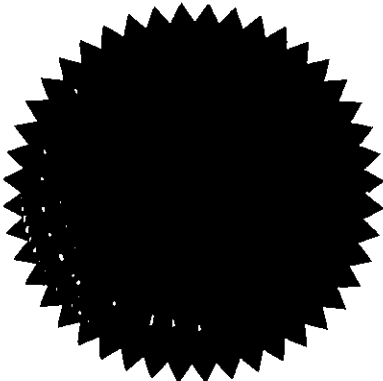


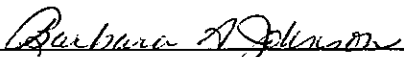
CERTIFICATION OF LOST DOCUMENTS

I, **Barbara A. Johnson**, hereby certify that I am the duly qualified Deputy Village Clerk of the **Village of Lombard**, DuPage County, Illinois, as authorized by Statute and provided by local Ordinance, and as such Deputy Village Clerk, I maintain and am safekeeper of the records and files of the President and Board of Trustees of said Village. Certain Executive Sessions were held as indicated by Minutes of the Regular Meetings of the President and Board of Trustees but no minutes of those sessions can be located in the Village Files. After a diligent search conducted of Village Files, Books and Electronic files, the following documents are not contained therein:

1/13/86	10/23/86	6/28/87	5/8/88	8/4/88
7/16/89	11/4/93	12/1/94	11/20/97	12/2/99
11/20/97	12/2/99			

In Witness Whereof, I have hereunto affixed my official signature and the Corporate Seal of said **Village of Lombard**, Du Page County, Illinois this 25th day of May, 2004.




Barbara A. Johnson
Deputy Village Clerk