

**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:** David A. Hulseberg, Village Manager

**DATE :** May 25, 2012 **B of T** June 7, 2012

**SUBJECT:** Release of Executive Session Minutes

**SUBMITTED BY:** Denise R. Kalke, Business Administrator *DK*

**BACKGROUND/POLICY IMPLICATIONS:**

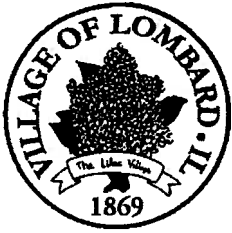
Public Act 88-378, effective January 1, 1982 requires that minutes of closed session meetings are to be recorded in written form and 5 ILCS 120/2.06 (d) states that "Each public body shall periodically, but not less than semi-annually, meet to review minutes of all closed meetings. At such meetings a 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, please find a "Resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection for Village Board consideration and approval.

**Fiscal Impact/Funding Source: None**

Finance Director \_\_\_\_\_ Date \_\_\_\_\_

Village Manager \_\_\_\_\_ Date \_\_\_\_\_



TO: Village President  
Village Clerk  
Board of Trustees

FROM: Denise R. Kalke *DK*  
Business Administrator

DATE: May 25, 2012

SUBJECT: Review of Executive Session Minutes  
First Review 2012

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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.

Be advised minutes of a meeting should be released in their entirety, not item by item. Accordingly, if there is one item on a set of minutes that should not be released, that set of minutes remains closed to the public. Executive Session minutes that are within the audio tape eighteen (18) month retention period should not be released. During the second 2011 review, the Village Board decided to keep the minutes confidential.

Please find attached a Resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection- first review 2012.

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

**RESOLUTION NO.**

**A RESOLUTION AUTHORIZING THE VILLAGE CLERK  
TO MAKE CERTAIN CLOSED SESSION MEETING MINUTES  
AVAILABLE FOR PUBLIC INSPECTION  
(FIRST REVIEW 2012)**

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**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.

**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 \_\_\_\_\_ pursuant to a roll call vote  
as follows:

AYES:

NAYS:

ABSENT:

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_.

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William J. Mueller  
Village President

ATTEST:

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Brigitte O'Brien  
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

**1965**

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

**1966**

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

**1967**

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

**1968**

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

**1969**

January 6, 1969  
January 20, 1969  
February 3, 1969  
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**1970**

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**1971**

January 4, 1971  
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February 1, 1971  
March 1, 1971  
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**1972**

February 21, 1972  
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**1973**

February 5, 1973  
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**1974**

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December 5, 2002

**2003**

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**2004**

January 15, 2004  
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**2005**

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November 3, 2005

**2006**

January 5, 2006  
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**2007**

January 4, 2007  
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**2008**

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**2009**

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**2010**

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November 18, 2010

**2011**

January 6, 2010  
January 20, 2010  
February 3, 2010  
February 17, 2010  
March 23, 2010  
April 7, 2010  
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  
March 15, 2012  
March 28, 2012  
April 19, 2012  
May 17, 2012

**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

**1965**

March 15, 1965  
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**1966**

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**1967**

January 3, 1967  
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**1968**

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**1973**

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**1982**

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**1983**

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**1984**

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**1986**

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**1987**

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**1988**

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**1992**

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December 17, 1992

**1993**

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December 16, 1993

**1994**

February 3, 1994  
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July 17, 1994  
August 4, 1994  
September 1, 1994  
October 6, 1994  
October 20, 1994  
November 3, 1994  
December 1, 1994

**1995**

February 2, 1995  
February 16, 1995  
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April 6, 1995

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June 15, 1995  
July 20, 1995  
August 17, 1995  
September 21, 1995  
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October 19, 1995  
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December 7, 1995

#### 1996

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May 16, 1996  
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December 19, 1996

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November 6, 1997  
November 20, 1997  
December 4, 1997

#### 1998

January 22, 1998  
February 5, 1998  
February 12, 1998  
February 19, 1998  
March 19, 1998  
April 16, 1998  
April 27, 1998  
May 4, 1998

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June 4, 1998  
June 16, 1998  
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June 30, 1998  
July 23, 1998  
August 20, 1998  
September 3, 1998  
September 17, 1998  
October 15, 1998  
November 5, 1998  
November 12, 1998  
November 19, 1998

#### 1999

January 7, 1999  
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February 4, 1999  
February 18, 1999  
March 18, 1999  
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September 2, 1999  
September 16, 1999  
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November 18, 1999  
December 2, 1999

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August 17, 2000  
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November 2, 2000  
December 7, 2000

#### 2001

January 4, 2001  
February 2, 2001  
March 1, 2001

April 5, 2001  
May 3, 2001  
May 17, 2001  
June 7, 2001  
June 21, 2001  
July 19, 2001  
August 16, 2001  
September 6, 2001  
September 20, 2001  
October 4, 2001  
November 1, 2001  
November 15, 2001  
December 6, 2001

**2002**

January 3, 2002  
January 17, 2002  
February 7, 2002  
February 21, 2002  
March 7, 2002  
March 21, 2002  
April 4, 2002  
May 2, 2002  
June 6, 2002  
June 20, 2002  
July 18, 2002  
September 5, 2002  
October 3, 2002  
October 17, 2002  
November 7, 2002  
November 21, 2002  
December 5, 2002

**EXHIBIT C**  
**EXECUTIVE SESSION MINUTES TO REMAIN CONFIDENTIAL**

**2003**

January 16, 2003  
February 20, 2003  
March 6, 2003  
March 20, 2003  
April 3, 2003  
April 17, 2003  
May 1, 2003  
May 15, 2003  
June 5, 2003  
June 19, 2003  
July 17, 2003  
September 4, 2003  
October 16, 2003  
November 20, 2003

**2004**

January 15, 2004  
February 5, 2004  
March 18, 2004  
April 15, 2004  
May 6, 2004  
June 3, 2004  
June 17, 2004  
August 19, 2004  
September 2, 2004  
September 16, 2004  
October 7, 2004  
November 4, 2004  
November 18, 2004

**2005**

January 6, 2005  
February 17, 2005  
March 3, 2005  
April 21, 2005  
May 5, 2005  
July 21, 2005  
August 18, 2005  
September 15, 2005  
October 6, 2005  
November 3, 2005

**2006**

January 5, 2006  
February 16, 2006  
April 6, 2006  
April 20, 2006  
May 18, 2006  
June 1, 2006  
August 17, 2006  
September 7, 2006  
November 2, 2006  
November 14, 2006  
December 7, 2006

**2007**

January 4, 2007  
January 18, 2007  
February 15, 2007  
March 15, 2007  
April 5, 2007  
April 19, 2007  
June 7, 2007  
June 21, 2007  
August 9, 2007  
September 6, 2007  
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  
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

**2010**

January 7, 2010  
January 21, 2010  
February 4, 2010  
February 18, 2010  
March 4, 2010  
March 18, 2010  
April 1, 2010  
May 6, 2010  
May 20, 2010  
June 3, 2010  
June 17, 2010  
August 19, 2010  
September 2, 2010  
September 16, 2010  
October 7, 2010  
November 18, 2010

**2011**

January 6, 2010  
January 20, 2010  
February 3, 2010  
February 17, 2010  
March 23, 2010  
April 7, 2010  
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  
March 15, 2012  
March 28, 2012  
April 19, 2012  
May 17, 2012

**EXHIBIT D**  
**EXECUTIVE SESSION MINUTES NOT PREVIOUSLY APPROVED FOR**  
**DISCLOSURE**  
**BUT NOW APPROVED FOR DISCLOSURE AS OF 6/7/2012**

**NONE**