

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: September 10, 2024 (B of T) Date: September 19, 2024

TITLE: Release of Executive Session Minutes

SUBMITTED BY: Sheila York, 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 – First Review 2024.

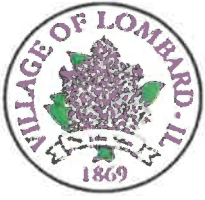
Please place this item on the September 19, 2024 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):


Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X _____ Date _____

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.



MEMORANDUM

TO: Village President and Board of Trustees

FROM: Sheila York 
Business Administrator/Deputy Village Clerk

DATE: September 9, 2024

SUBJECT: **First Review of Executive Session Minutes - 2024**

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.

All Executive Session minutes have been approved by the Village Board, with the exception of the, following minutes that are on next agenda, September 19, 2024, for approval in open session; January 18, March 7, May 16, and July 18, 2024, and the minutes not included for open session approval, September 5, 2024, minutes.

The Village Board did not approve the release of any Executive Session minutes. *Note: It appears that the closed session meeting minutes for January 18, 2024, were inadvertently included with the list of 2023 second review minutes, on the February 1, 2024, agenda under Section V. However, the minutes of the January 18, 2024, Executive Session minutes were reviewed with other 2024 closed session minutes at the last meeting, September 5, 2024. Accordingly, these minutes will be approved in open session, at the next meeting, September 19, 2024.*

Please find attached a resolution authorizing the Village Clerk to make certain closed session meeting minutes available for public inspection – First Review - 2024.

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

cc: Scott Niehaus, Village Manager
Jason Guisinger, Village Attorney

RESOLUTION NO.

**A RESOLUTION AUTHORIZING THE VILLAGE CLERK
TO MAKE CERTAIN CLOSED SESSION MEETING MINUTES
AVAILABLE FOR PUBLIC INSPECTION
FIRST REVIEW - 2024**

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. A need for confidentiality still exists as to the closed session meeting minutes for the closed session meetings set forth in Exhibit "C" and, therefore, said closed session meeting minutes shall remain confidential and not subject to public inspection or release.~~

~~**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.~~

Adopted this 19th day of September 2024.

Ayes: Trustee LaVaque, Puccio, Dudek, Honig, Militello and Bachner

Nays: None

Absent:

Approved by me this 19th day of September 2024.

Keith T. Giagnorio
Village President

ATTEST:

Elizabeth Brezinski

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
March 7, 1969
March 24, 1969
April 4, 1969
April 21, 1969
May 19, 1969
May 26, 1969
June 16, 1969
June 23, 1969
August 4, 1969
August 18, 1969
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October 6, 1969
November 17, 1969
December 1, 1969
December 15, 1969

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February 2, 1970
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May 4, 1970
May 18, 1970
June 1, 1970
June 15, 1970
July 6, 1970
July 20, 1970
August 3, 1970
October 19, 1970
December 7, 1970

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January 4, 1971
January 18, 1971
February 1, 1971
March 1, 1971
April 19, 1971
May 3, 1971
June 21, 1971
July 6, 1971
August 2, 1971
August 16, 1971
September 20, 1971
October 4, 1971
October 25, 1971
November 15, 1971
December 6, 1971

1972

February 21, 1972
February 28, 1972
April 17, 1972
June 5, 1972
September 18, 1972
October 2, 1972
December 4, 1972
December 18, 1972

1973

February 5, 1973
March 5, 1973
March 19, 1973
April 2, 1973
April 16, 1973
June 18, 1973
August 16, 1973
October 18, 1973
November 1, 1973
November 28, 1973

1974

January 3, 1974
January 31, 1974
February 7, 1974
February 21, 1974
March 7, 1974
March 21, 1974
May 2, 1974
May 9, 1974
June 20, 1974
July 11, 1974
August 8, 1974
September 12, 1974
September 19, 1974
October 3, 1974
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April 24, 1980
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November 1, 2007
December 6, 2007

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January 3, 2008
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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

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

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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, 2011
January 20, 2011
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
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
December 20, 2012

2013

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
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
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November 19, 2015
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January 21, 2016
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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 16, 2017
April 6, 2017
April 20, 2017
April 27, 2017 (special meeting)
May 3, 2017 (special meeting)
May 4, 2017
May 18, 2017
June 15, 2017
July 20, 2017
November 2, 2017
December 7, 2017

2018

January 4, 2018
February 1, 2018
March 1, 2018
April 5, 2018
April 19, 2018
May 17, 2018
June 21, 2018
October 4, 2018
November 1, 2018

2020

January 9, 2020
June 18, 2020
August 20, 2020
December 3, 2020

2022

March 10, 2022 (Special Meeting)
April 7, 2022
April 21, 2022
May 26, 2022 (Special Meeting)
July 21, 2022
August 18, 2022
September 1, 2022
September 15, 2022
October 6, 2022
November 3, 2022
November 17, 2022
December 1, 2022
December 15, 2022

2019

March 21, 2019
May 2, 2019
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September 19, 2019
November 7, 2019
November 21, 2019
December 19, 2019

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September 16, 2021
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January 5, 2023
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October 5, 2023
December 7, 2023

2024

January 18, 2024*
March 7, 2024*
May 16, 2024*
July 18, 2024*
September 5, 2024**

*Written minutes up for approval in open session

** 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

1965

March 15, 1965
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January 3, 1967
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January 4, 1971
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August 16, 1971
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November 15, 1971
December 6, 1971

1972

February 21, 1972
February 28, 1972
April 17, 1972
June 5, 1972
September 18, 1972
October 2, 1972
December 4, 1972
December 18, 1974

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February 5, 1973
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November 19, 2009 (partial)

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June 20, 2013
August 15, 2013
September 5, 2013 (partial)
September 19, 2013
October 3, 2013 (#1)
October 17, 2013
October 29, 2013 (special meeting)
November 7, 2013
November 21, 2013 (partial)
December 19, 2013

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February 20, 2014
March 6, 2014
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December 17, 2015

2017

January 5, 2017
January 19, 2017
February 16, 2017
February 27, 2017 (special meeting)
March 2, 2017
March 16, 2017
April 6, 2017
April 27, 2017 (special meeting)
May 3, 2017 (special meeting)
June 15, 2017

EXHIBIT C
EXECUTIVE SESSION MINUTES TO REMAIN CONFIDENTIAL

2003

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

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April 26, 2008 (special meeting)
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August 21, 2008

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November 19, 2009 (partial)

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August 18, 2011
September 1, 2011 (special meeting)
September 1, 2011 (regular meeting)
September 15, 2011
November 17, 2011
December 27, 2011

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May 22, 2013 (special meeting)
June 6, 2013
September 5, 2013 (partial)
October 3, 2013 (#2)
November 12, 2013 (special meeting)
November 13, 2013 (special meeting)
November 14, 2013 (special meeting)
November 21, 2013 (partial)

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March 10, 2022
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May 26, 2022 (Special Meeting)
July 21, 2022
August 18, 2022
September 1, 2022
September 15, 2022
October 6, 2022
November 3, 2022
November 17, 2022
December 1, 2022
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December 7, 2023

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January 18, 2024*
March 7, 2024*
May 16, 2024*
July 18, 2024*
September 5, 2024**

*Written minutes up for approval in open session

**Written minutes not yet approved

EXHIBIT D
EXECUTIVE SESSION MINUTES NOT PREVIOUSLY APPROVED
FOR DISCLOSURE
BUT NOW APPROVED FOR DISCLOSURE
AS OF SEPTEMBER 19, 2024

NONE