



*At the Heart of Community*

70 East Main Street  
Lake Zurich, Illinois 60047

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## MEMORANDUM

Date: April 23, 2018  
To: Ray Keller, Village Manager *PK*  
From: Kyle Kordell, Assistant to the Village Manager  
Subject: **Executive Session Minutes Review**

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**Issue:** The Village is required to conduct periodic reviews of Executive Session minutes for the purpose of determining whether any minutes may be released for public viewing. On April 16, 2018 the Village Board met in executive session and conducted a review of executive session minutes.

**Analysis:** The proposed Resolution clarifies the executive session minutes that the Board has provided consensus on to either keep confidential or to release publically. Some executive session minutes are kept confidential to protect the public interest or the privacy of individuals. Minutes of closed session are exempt from inspection under the Freedom of Information Act "until the public body makes them available to the public." 5 ILCS 140/7 (i)(l).

**Recommendation:** Approval of the following Resolution.

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VILLAGE OF LAKE ZURICH  
RESOLUTION NO. 2018-05-\_\_\_



RESOLUTION APPROVING PUBLIC RELEASE OF EXECUTIVE SESSION  
MEETING MEETINGS OF THE LAKE ZURICH VILLAGE BOARD OF  
TRUSTEES

WHEREAS, the Village Board and the Village of Lake Zurich has met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, pursuant to 5 ILCS 120/2.06, the Village Board recently conducted its quarterly review of executive session meeting minutes and has determined that certain executive session minutes should be released to the public; and

WHEREAS, the Village Board has determined that the executive session minutes not yet released should remain confidential, subject to further review and determination as to their appropriateness for release at a future date; and

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Lake Zurich, Illinois as follows:

Section 1. The Village Board has determined that the following approved executive session minutes should remain confidential at this time, subject to further review and determination as to their appropriateness for release at a future date:

REMAIN CONFIDENTIAL	
9-8-15	Personnel / Litigation
11-16-15	Personnel / Litigation
11-30-15	Personnel
12-12-15	Personnel
12-21-15	Personnel
1-4-16	Personnel / Litigation

1-18-16	Real Estate / Litigation
2-1-16	Personnel
3-21-16	Litigation
5-2-16	Litigation
7-18-16	Litigation
9-19-16	Approval of minutes; Sale of Block A; Litigation
10-3-16	Approval of minutes; Sale of Block C; Litigation
10-16-17	Real Estate
11-6-17	Litigation
11-20-17	Litigation

**Section 2.** The Village Board has determined that the following approved executive session meeting minutes should now be released to the public:

<b>RELEASED TO PUBLIC</b>	
8-7-17	Personnel
1-2-18	Litigation

This Resolution shall take full force and effect upon its passage and approval as provided by law.

APPROVED this \_\_\_\_ day of May, 2018.

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_ day of May, 2018.

By: \_\_\_\_\_  
Thomas Poynton, Village President

ATTEST:

\_\_\_\_\_  
Kathleen Johnson, Village Clerk