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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** CINDY GALBREATH, VILLAGE CLERK  
**SUBJECT:** RESOLUTION CONCERNING THE REVIEW AND  
RELEASE OF EXECUTIVE SESSION MINUTES  
**AGENDA:** DECEMBER 06 2016 CONSENT AGENDA  
**DATE:** NOVEMBER 28, 2016

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**ISSUE**

Should the Village Board release minutes and authorize the destruction of certain recordings of the closed session meetings as authorized by Open Meetings Act and Village Resolution 20161206E.

**DISCUSSION**

Closed session minutes must be reviewed at least every six months to determine if they are releasable to the public. Additionally the recordings of the minutes must be held for at least 18 months after the closed session meeting. After the 18 month period they may destroyed with the approval of the Board. It is recommended that recordings prior to December 2016 be approved for destruction. No additional minutes are recommended for release at this time.

Staff recommends that the Village Board approve a resolution regarding the review and release of the closed session minutes.

**COSTS**

There is no cost associated with the adoption of this resolution.

**RECOMMENDATION**

That the Board adopts Resolution 20170620E, A Resolution Concerning the Review of Executive Session Minutes and the Destruction of Closed Session Recording.

**VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**RESOLUTION NO. 20170620E**

**A Resolution Concerning the Review of Executive Session Minutes**

**BE IT RESOLVED** by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois as follows:

**WHEREAS**, the Village of Sugar Grove is required to periodically review the minutes of all executive sessions; and

**WHEREAS**, the President and the Board of Trustees for the Village of Sugar Grove have reviewed the minutes of all closed sessions of the Board occurring within the previous six (6) months;

**BE IT THEREFORE RESOLVED**, that the President and the Board of Trustees for the Village of Sugar Grove has determined that at this time there are no minutes, or portions that are not confidential and, therefore, available for public inspection.

**BE IT FURTHER RESOLVED**, that the President and the Board of Trustees for the Village of Sugar Grove has determined that the minutes or portions thereof as attached and labeled Exhibit A continue to require confidentiality, in order to protect the public interest or the privacy of an individual, and as such will remain unavailable for public inspection.

**BE IT FURTHER RESOLVED** that the President and Board of Trustees approve the destruction of audio tapes of closed meetings prior to December 2016 as set forth by Resolution 20031216C, A Resolution Adopting a Policy for the Keeping of a Verbatim Record of Closed Meetings Under the Illinois Open Meetings Act.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois on this 20th day of June, 2017.

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BY: P. Sean Michels, President of the Village Sugar Grove

	AYES	NAYS	ABSENT
Johnson	_____	_____	_____
Geary	_____	_____	_____
Paluch	_____	_____	_____
Montalto	_____	_____	_____
Herron	_____	_____	_____
Koch	_____	_____	_____

ATTEST:

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Cynthia L. Galbreath, Clerk, Village of Sugar Grove

Minutes Date	Minutes Date	Minutes Date	Minutes Date	Minutes Date	Minutes Date
06/14/93	10/06/00	01/07/03	08/02/05	05/18/10	6-17-14
06/28/93	12/19/00	01/21/03	10/18/05	07/20/10	8-5-14
10/11/93	01/16/01	02/04/03	07/05/06	09/07/10	10-21-14
06/20/94	02/06/01	03/04/03	11/15/05	10/05/10	11-18-14
07/12/93	02/13/01	02/01/03	07/18/06	10/19/10	03-17-15
11/22/93	02/20/01	02/18/03	1-23-07	12/16/10	05-19-15
10/17/94	02/27/01	03/17/03	02/20/07	12/21/10	07-21-15
12/05/94	04/10/01	03/18/03	4-3-07	04/19/11	08-08-15
04/01/96	04/17/01	05/06/03	5-1-07	05/17/11	09-01-15
01/03/95	05/08/01	03/25/03	5-15-07	07/19/11	01-12-16
03/31/95	05/15/01	04/15/03	06/05/07	08/02/11	03-01-16
03/20/95	06/12/01	04/02/03	06/19/07	09/06/11	04-05-16
05/06/96	06/19/01	05/20/03	7-17-07	09/20/11	04-19-16
06/10/96	06/26/01	08/19/03	10/02/07	10/04/11	06-07-16
06/03/96	08/14/01	08/05/03	10/16/07	12/06/11	07-05-16
08/05/96	08/21/01	09/02/03	11-6-07	01/03/12	07-19-16
11/18/96	10/16/01	11/18/03	11-20-07	01/17/12	08-02-16
04/15/97	10/09/01	12/02/03	12-4-07	02/07/12	08-16-16
09/29/97	09/25/01	12/16/03	12-18-07	02/14/12	04-04-17
10/20/97	10/23/01	02/03/04	01/08/08	04/17/12	04-18-17
01/06/98	12/18/01	02/17/04	02/05/08	05/01/12	05-02-17
02/03/98	01/08/02	03/02/04	07/15/08	06/19/12	05-16-17
03/10/98	04/16/02	04/02/04	09/16/08	7/17/12	
04/07/98	03/05/02	05/04/04	06/17/08	7/30/12	
05/05/98	04/09/02	05/05/04	08/05/08	8/7/12	
06/16/98	3-5b	07/06/04	09/28/08	9/4/12	
07/07/98	05/02/02	07/20/04	10/21/08	10/30/12	
09/09/98	06/04/02	07/27/04	01/20/09	12-04-12	
12/01/98	05/21/02	08/17/04	11/18/08	2-5-13	
01/25/00	06/11/02	08/31/04	01/06/09	2-19-13	
01/02/00	07/19/02	08-31-04b	12/16/08	4-2-13	
01/18/00	08/06/02	10/05/04	01/27/09	5-14-13	
03/28/00	08/13/02	11/16/04	06/16/09	5-21-13	
01/11/00	08/20/02	01/04/05	06/02/09	07-02-13	
02/22/00	8-20b	02/01/05	09/01/09	8-6-13	
06/06/00	09/03/02	03/22/05	09/29/09	8-20-13	
07/18/00	09/17/02	06/14/05	10/06/09	9-3-13	
09/20/00	10/02/02	03/08/08	11/03/09	10-15-13	
09/05/00	10/15/02	05/31/05	12/01/09	1-27-14	
09/19/00	10-15b	06/28/05	01/05/10	2-18-14	
09/12/00	10/29/02	07/05/05	02/02/10	3-4-14	
09/26/00	11/05/02	09/20/05	04/06/10	4-15-14	
10/17/00	12/17/02	07/19/05	04/20/10	5-6-14	
	12-17b	09/06/05	05/04/10	5-20-14	