



Legislation Details (With Text)

File #: 18-915 **Version:** 1

Type: Minutes **Status:** Passed

File created: 10/17/2018 **In control:** City Council

On agenda: 11/7/2018 **Final action:** 11/7/2018

Title: Approve the release of Not Restricted (NR) Closed Session minutes, concur with the recommendation to maintain Restricted (R) minutes confidential at this time, and direct staff to adhere to the State of Illinois Records Retention Act and destroy audio of Closed Session meetings that are older than 18 months

Sponsors:

Indexes:

Code sections:

Attachments: 1. Six-Month Review - November 2018 Agenda Item

Date	Ver.	Action By	Action	Result
11/7/2018	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the release of Not Restricted (NR) Closed Session minutes, concur with the recommendation to maintain Restricted (R) minutes confidential at this time, and direct staff to adhere to the State of Illinois Records Retention Act and destroy audio of Closed Session meetings that are older than 18 months

DEPARTMENT: City Clerk’s Office

SUBMITTED BY: Pam Gallahue, PhD, Director-City Clerk

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

All Closed Session minutes must be reviewed on a semi-annual basis per state statute and made public as appropriate. The attached list was presented to the City Council at the September 18, 2018 Closed Session meeting. The City’s current practice of retaining Closed Session audio recordings was also discussed.

DISCUSSION:

By consensus, Council approved the designations on the attached list. The items which no longer require confidentiality are marked “NR” and are shown as Not Restricted. Items to remain Restricted are designated “R.” For these, the list contains only the date of the meeting and the agenda item number. The title, and any description of the item, has been redacted to maintain confidentiality.

On September 18, Council concurred with staff's recommendation to adhere to the State of Illinois Records Retention Act and, on an ongoing basis, destroy audio of Closed Session meetings that are older than 18 months.

FISCAL IMPACT:

N/A