

**MINUTES OF THE
CLOSED SESSION MINUTES REVIEW COMMITTEE**

**Wednesday, July 27, 2022, 9:00 a.m.
Canton Campus, Engle Conference Center, Meeting Room
Canton, Illinois**

The meeting of the Closed Session Minutes Review Committee was held on Wednesday, July 27, 2022, 9:10 a.m. in the Engle Conference Center Meeting Room, Canton Campus, 23235 N. Co. 22, Canton, Illinois.

Closed Session Minutes Review Committee members Mrs. Linda Butler and Mr. Dave Maguire were present along with President Curt Oldfield and Mrs. Julie Hampton (recorder).

1.0 Review of Closed Session Minutes, including but not limited to: May 25, 2022

Mrs. Butler and Mr. Maguire reviewed the May 25, 2022 Closed Session Minutes.

2.0 Review of Closed Session Minutes Review Guidelines

Dave said he and Linda would like a second paragraph for the Guidelines that explains the responsibilities of all of the Trustees, to review the Closed Session Minutes and to make a determination as to their release, in the best interest of the College, regardless of their term of service. Linda said it is a good reminder of responsibility. Linda will provide the specific language for the second paragraph of the Guidelines and will send that to Julie.

The Trustees reviewed the items of consideration. A discussion followed. The Guidelines will become a part of the Board's policies.

The Guidelines will include the review the timeframe of how the Committee meets to review minutes and within a month following the review, the Minutes are presented to the Board for approval.

3.0 Adjournment

Mrs. Butler made a motion to adjourn; Mr. Maguire seconded the motion. The Closed Session Minutes Review Committee adjourned at 9:45 a.m.

Linda Butler, Committee Member

Dave Maguire, Committee Member

Date