



Village of Downers Grove

Report for the Village Council Meeting

Table 1 - Council Agenda item.

Subject	Disposal of Audio Recording of Previously Approved Executive Session Minutes
Submitted By	Rosa Berardi, Village Clerk

Synopsis

A motion has been prepared to authorize disposal of audio recordings of previously approved Executive Session minutes.

Strategic Plan Alignment

N/A.

Fiscal Impact

N/A.

Recommendation

Approval on the May 19, 2026, consent agenda.

Background

The Open Meetings Act provides that audio recordings of Executive Session minutes may be destroyed no less than 18 months after the meeting, provided minutes of the meeting have been approved.

Executive session minutes have been approved for the following dates and the corresponding audio recordings are to be destroyed:

Table 2 – 2020 Executive Session Minutes - for Disposal

September 1, 2020

Table 3 – 2021 Executive Session Minutes - for Disposal

January 19, 2021

February 16, 2021

June 1, 2021

October 19, 2021

December 7, 2021

December 12, 2021

Table 3 – 2022 Executive Session Minutes - for Disposal

October 11, 2022

October 18, 2022

November 1, 2022

December 6, 2022

Table 4 – 2023 Executive Session Minutes - for Disposal

February 21, 2023

August 22, 2023

October 24, 2023

December 5, 2023

Table 5 – 2024 Executive Session Minutes - for Disposal

March 5, 2024

March 12, 2024

April 2, 2024

May 7, 2024

May 21, 2024

June 4, 2024

June 11, 2024

July 9, 2024

August 20, 2024

September 10, 2024

October 8, 2024



Village of Downers Grove

Council Action Summary

Table 1 - Council Action Summary.

Initiated By	Village Attorney
Effective Date	May 19, 2026
Recommendation From	
File Reference	
Nature of Action	Motion

Steps Needed to Implement Action.

Motion to authorize disposal of audio recordings of previously approved Executive Session minutes.

Summary of Item.

Adoption of this motion shall authorize the disposal of the audio recordings of previously approved Executive Session minutes.

Record of Action Taken.
