

**LIVINGSTON COUNTY BOARD**  
**MINUTES OF MARCH 22<sup>ND</sup>, 2023 BOARD MEMBER TRAINING SESSION**

**OPENING**

Executive Director Alina Hartley called the meeting to order at 5:00 p.m., in the Committee Room of the Historic Courthouse, 112 W. Madison, Pontiac, Illinois.

County Clerk Kristy Masching called roll with the following members **present:** John L. Vietti, Rebekah Fehr, Gina Manker, Linda Ambrose, Dan Myers, Robert F. Weller, John J. Vitzthum, Jim Blackard, Gerald L. Earing  
**Absent:** Michael Haag, Joel Barickman, Marty Fannin, Mark Runyon, William Mays, Seth L. Welch, James A. Carley, Steven J. Lovell, Paul A. Ritter

**Also Present:** Executive Director Alina Hartley, Executive Assistant Jordan Uselding, County Clerk Kristy Masching and Finance Director Diane Schwahn

*There was no quorum present*

**BUSINESS**

**Board Member Training Session –**

Alina Hartley was present to review the following topics:

- The Illinois Open Meetings Act
- What Constitutes a Meeting
- Quorum & Majority of a Quorum
- Public Notice Requirements
- Closed Meetings & Exceptions
- Records of Meetings
- Public Taping & Filming
- Public Comment
- Open Meetings Act Designees
- Elected & Appointed Members of a Public Body
- The Freedom of Information Act
- Who is Subject to FOIA & Response Time
- Exceptions of a FOIA
- Parliamentary Procedures
- Roles & Rules of the County Board
- Major Functions of the County Board
- Discretionary Functions

**ADJOURNMENT**

*The training session adjourned at 6:25 p.m.*

**James A. Carley, Chair**

Attest:

***Jordan E. Uselding***

Executive Assistant

On behalf of County Clerk, Kristy Masching