

# **Lake County Illinois**

*Lake County Courthouse and Administrative Tower  
18 N County Street  
Waukegan, Illinois 60085*



## **Meeting Minutes - Final**

**Thursday, June 23, 2022**

**9:00 AM**

**18 N. County Street, Waukegan IL 60085**

**Conference Room 7B**

**Lake County Board of Review**

**1. Call to Order - Chair Herbst called the meeting into order at 9:04 A.M.**

**Board Attendees: Chair Herbst, and Member Paslawsky**

**CCAO Staff Attendees: Glueckert, and Crawford**

**2. Approval of Minutes**

**Regular Session: June 01, 2022**

**The Board of Review members reviewed the minutes from their Wednesday, June 01, 2022, meeting. Member Paslawsky motioned to approve. Member Herbst seconded the motion. The Board members approved the minutes as presented 2-0.**

**3. Public Comment - None**

**4. Approval of Certificate of Errors**

**Members continue to review and approved the electronic Certificate of Errors that are being presented. No exceptions have been reported.**

**5. Old Business - Agenda item carried forward to next meeting**

**6. New Business Agenda item carried forward to next meeting**

**7. Executive Session**

**7.1 (5 ILCS 120/2 (c)) Executive Session to Interview and Discuss Alternate Candidates for the 2022 Board of Review season.**

**Chair Herbst motions to move into Executive Session under (5 ILCS 120/2 (c)) to Interview and Discuss Alternate Candidates for the 2022 Board of Review Season, the motion was seconded by Member Paslawsky. The Board Members entered Executive Session at 9:10 A.M.**

**On a motion received by Member Paslawsky and seconded by Chair Herbst, the Board returned to Open session at 11:36 A.M.**

During Open session, Chair Herbst announced to Clerk Glueckert that the Board will be extending an invitation to serve to the six (6) newly qualifying Statewide Board of Review Examination candidates in addition to the existing nineteen (19) Alternate Members for the 2022 Board of Review season. It was also noted that the invitation to serve does not automatically guarantee any specific number of days or hours. Additionally, let it be known that all twenty-five (25) Alternate Members were appointed by the County Board in the months preceding. Alternates accepting the Chair's invitation will be added to the Board's active list of Alternates for the 2022 session.

Chair Herbst mentioned his invitation to serve will include a requirement for all Alternate Members to participate in the upcoming Alternate Member Training, scheduled for Thursday, August 11, 2022.

**8. Preliminary Discussions on the Boards pre-populated data fields for Change and No Change Reasons**

Chair Herbst requested Clerk Crawford to inquire with the Tyler Tech team as to the usage totals of each of the pre-populated data fields for both change and no change reasons dating back to the start of the Tyler Technology System. The findings will be reviewed at the next scheduled meeting.

**9. Adjournment**

Prior to adjourning the Board modified their next meeting date to Wednesday, July 20, 2022, at 9:30 A.M.

Member Herbst motioned to adjourn, seconded by Member Paslawsky. The motion carried unanimously 2-0. The meeting adjourned at 11:41 A.M.