

Record of Meeting
Citizens Involvement Commission
Wednesday, June 7, 2017 – 7:00pm
Village Hall Room 101

Call to Order

Chair Troelstrup called the meeting to order at 7:03 pm.

Roll Call

Present: Members Frank Pond, Conrad Terry, Anne Warden, and Erika Washington;
Chair: John Troelstrup: Village Clerk: Vicki Scaman

Absent: Member Lance Taylor (excused)

Public Comment

There was no public comment.

Approval of Agenda

It was moved by Commissioner Pond and seconded by Commissioner Terry to approve the June 7, 2017 agenda as written. A voice vote was taken and the motion was approved.

Approval of Minutes

It was moved by Commissioner Warden and seconded by Commissioner Pond to approve the minutes from April 5, 2017. A voice vote was taken and the motion was approved.

Applicant Interviews

Chair Troelstrup welcomed the applicants. Clerk Scaman announced the order that they would be interviewed. Each applicant introduced themselves and why they wanted to be on the commission for which they are applying. Present Citizen Involvement Commissioner's asked questions of the applicants related to their interest in serving and expertise related to the commission.

Applicants:

- Adam Engle, Historic Prevention Commission
- Emily Masalski, Citizen Involvement Commission
- Alexis Robertson, Citizen Relationship Commission
- James Parran, Farmers Market Commission
- Sandra Carr, Historic Preservation Commission

Clerk Scaman shared with the applicants the role of the Citizen Involvement Commission and the process of appointment to a commission after approval from Mayor Abu-Taleb and then the Village Board.

After all interviews were complete Chair Troelstrup thanked the applicants for their time, reminded them of next steps for appointment, and encouraged them to spread the word for volunteerism on commissions.

Reports

Administrative Report:

Clerk Scaman gave an update regarding resignations, appointments and vacancies since the April 5, 2017 meeting. Chair Troelstrup will speak with President Abu-Taleb for confirmation of appointments in waiting. Two applicants not available tonight will be invited to the next meeting; Natalie Coon, Citizen Involvement Commission, and Robert Taylor, Transportation Commission.

Clerk Scaman and Commissioner Pond spoke to the need for commissioners applying for the Farmers Market Commission to be willing to work at the Farmers Market throughout the summer.

Clerk Scaman shared that the Building Codes Advisory Commission is looking for an engineer. Commissioner Pond and Clerk Scaman have leads on potential engineers to recruit, both will follow up.

Volunteer Appreciation Event Review:

Clerk Scaman thanked everyone for their help with the Volunteer Appreciation Event. The commission made recommendations for next year's Volunteer Appreciation Event.

- Choose an earlier date in the season, mid-April.
- Engage Trustees to attend.
- Consider a paper invitation along with an evite.
- Provide paper invitations for Commission Chairs to give out at meetings.
- Flowers on tables.
- Chair Troelstrup and Clerk Scaman will confirm that alcohol is not an option.
- Invite more staff to support commissions.
- Confirm whether CIC is the official sponsor of the event or is it the Village Board.
- Have a dessert table rather than passed desserts.
- Live music.
- Plan engaging activities.

Old Business

Commissioner Warden commented that it would be nice to fill the vacant spots on the Citizens Involvement Commission, especially if we are going to be more active planning events and recruiting commissioners.

Commissioner Pond requested a packet with requirements for each commission and background information for recruiting members. Clerk Scaman will provide a packet as well as additional information for requirements to complete the Open Meetings Act at the next meeting.

Clerk Scaman will confirm whether Citizen Involvement Commissioners serve as liaisons to commission chairs.

New Business

The commission discussed the candidates interviewed this evening.

It was motioned by Commissioner Warden and seconded by Commissioner Washington to recommend Adam Engle and Sandra Carr for appointment to the Historic Preservation Commission, Adam Engle for the immediate appointment and Sandra Carr when one becomes available. A voice vote was taken and the motion was approved.

It was motioned by Commissioner Pond and seconded by Commissioner Warden to recommend the following for appointment:

- Emily Masalski, Citizens Involvement Commission
- Alexis Robertson, Citizens Relationship Commission
- James Parran, Farmers Market Commission

A voice vote was taken and the motion was approved.

Adjournment

It was moved by Commissioner Pond and seconded by Commissioner Washington to adjourn at 8:55 pm.

Respectfully submitted,

Vicki Scaman
Village Clerk