

**Record of Meeting
Citizen Involvement Commission
Wednesday, April 3, 2013- 7:00 pm
Village Hall - Room 101**

Present: Commissioners Rob Breymaier, Kristen Hollinden, Jenny Jocks Stelzer, Charlene Jones-Foster, Ed Schmitt and Sally Wallace; Chair Jim Kelly; Village Clerk Teresa Powell

Absent: Commissioner Jassen Strokosch

Call to Order: Chair Kelly called the meeting to order at 7:00 p.m.

Approval of Agenda

It was moved and seconded to approve the April 3, 2013 agenda as written. Motion approved.

Approval of Minutes

It was moved and seconded to approve the March 6, 2013 minutes as written. Motion approved.

Public Comment

There was no public comment.

Prospects Interviews

David Gulbransen, Chris Hamer, Sara Spivy, Casey Schepp, Greg Marsey and Tremaine Williams were interviewed by the commission.

There was a discussion regarding the individuals interviewed.

Recommendation of Candidates

It was moved and seconded to recommend the appointment of Sara Spivy to the Liquor Control Review Board.

The roll call on the vote was as follows:

AYES: Commissioners Breymaier, Hollinden, Jocks Stelzer, Jones-Foster, Schmitt and Wallace;
Chair Kelly

NAYS: None

ABSENT: Commissioner Strokosch

The motion was approved.

It was moved and seconded to recommend the following appointments pending confirmation from the candidates:

David Gulbransen – Civic Information Systems Commission
Chris Hamer – Building Codes Advisory Commission
Tremaine Williams – Community Relations Commission

The roll call on the vote was as follows:

AYES: Commissioners Breymaier, Hollinden, Jocks Stelzer, Jones-Foster, Schmitt and Wallace;
Chair Kelly

NAYS: None

ABSENT: Commissioner Strokosch

The motion was approved

Commissioner Wallace expressed concern that periodically candidates are given the impression that they will be recommended for a commission prior to the CIC discussing them after the interview. Village Clerk Powell suggested an alternate method to communicate to the candidate that they are a good fit for a particular commission and they will be contacted regarding final recommendation.

Reports

Administrative Report

a) Procedure Manual Update

Village Clerk Powell reported that her meeting with Chair Kelly and Village Attorney Simone Boutet regarding the Procedure Manual was postponed. During her bi-weekly meeting with Village Manager Cara Pavlicek, she was informed that the Deputy Village Manager would be working with the Staff Liaisons to clarify their roles and what is expected of them. Trustee Liaison roles will be discussed during the upcoming protocol meeting of the Board.

b) Chair Appointments

Village Clerk Powell noted that there has been discussion regarding early chair succession so outgoing chairs may work with the successor chair for an easier transition. She added that under the new leadership, if all goes well, this will become the process.

c) Withdrawn Volunteer Applications

Stephanie Rossi, Joanna Rath and Roya Bassirad have withdrawn their applications. She also spoke about a possible student candidate for the Board of Health.

Marketing Subcommittee Report

Commissioner Hollinden reported that Commissioner Strokosch was currently working on finalizing the new posters. Advertising by the individual commissions was discussed.

Old Business

Pending Appointments

Chair Kelly referred to a candidate interviewed in February who expressed interest in the Community Relations Commission. He stated that he called one of the candidate's references and they had wonderful things to say about him. He recommended forwarding his name to the Board if the other reference has similar comments.

Chair Kelly stated that he spoke with Dawn Hendon, who was interviewed last month. She has decided that she would like to be appointed to the CIC.

It was moved and seconded to recommend the appointment of Dawn Hendon to the Citizen Involvement Commission and recommend the appointment of Ed Pont to the waiting list for the Board of Health.

The roll call on the vote was as follows:

AYES: Commissioners Breymaier, Hollinden, Jocks Stelzer, Jones-Foster, Schmitt and Wallace;
Chair Kelly

NAYS: None

ABSENT: Commissioner Strokosch

The motion was approved.

Commissioner Breymaier stated that he has decided to stay on for a second term with the CIC instead of joining the Zoning Board of Appeals, which could be interpreted as a conflict given his role at the Oak Park Regional Housing Center.

New Business

Volunteer of the Year

Commissioners Jocks Stelzer would be contacting Historic Preservation Commission Chair Chris Morris for more information.

Commissioners' Input

Chair Kelly discussed comments on oakpark.com regarding endorsements for the upcoming election.

Chair Kelly reported that he asked Trustee Johnson to remain the CIC liaison when the Board has their protocol meeting to reassign Trustee Liaisons to Boards and Commissions.

Adjournment

It was moved and seconded to adjourn. Meeting adjourned at 9:01 p.m.

Respectfully submitted,

MaryAnn Schoenneman
Recording Secretary