

**Record of Meeting
Citizen Involvement Commission
Wednesday, November 6, 2013- 7:00 pm
Village Hall - Room 101**

Present: Commissioners Dawn Hendon, Kristen Hollinden, Charlene Jones-Foster (7:06), Ed Schmitt, Jassen Strokosch (7:05) and Sally Wallace; Chair Jim Kelly; Interim Deputy Village Clerk MaryAnn Schoenneman

Absent: None

Also Present: Trustee Liaison Glenn Brewer; Village Attorney Paul Stephanides

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

Public Comment

There was no public comment.

Approval of Agenda

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

Approval of Minutes

It was moved and seconded to approve the October 2, 2013 minutes as written. Motion approved.

Prospects Interviews

Steven Avalos, Patrice Myers, James Rolfes, Brian Holt, Paul Muth and Valerie Kalita were interviewed by the commission.

Old Business

Procedure Manual and CIC Manual

Chair Kelly announced that he had met earlier today with Trustee Brewer, Deputy Village Manager Lisa Shelley and Village Attorney Paul Stephanides to discuss recommended changes to the Procedure Manual. He noted that the CIC Manual has no changes and does not require Board approval. Mr. Stephanides commented that the language changes to the Procedure Manual are related to subcommittees, majority of a quorum and term limits.

Mr. Stephanides stated that subcommittee meetings are subject to the Open Meetings Act and require proper posting of agendas. Chair Kelly added that those meetings also need to be held in locations accessible to the public, such as the library, meeting rooms at Village Hall, etc.

Regarding majority of a quorum, Chair Kelly stated that language was added to allow meetings to go on with discussion but no voting. For example, the CIC may still hold interviews. Exceptions would be public hearings held by the Zoning Board of Appeals and the Plan Commission. Mr. Stephanides noted that all commissions still have the option to cancel a meeting.

Chair Kelly stated that there will be a discussion item on the November 18 Board Meeting Agenda concerning term limits for commissioners and exceptions for those serving past their term. There was a discussion regarding options for term extensions, such as one-year intervals. Mr. Stephanides noted that the results of the Board discussion will be put in an ordinance to be presented to the Board along with the revised Procedure Manual at their December 2 meeting.

Discussion and Voting on New Applicants

The applicants interviewed this evening were discussed.

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

Steven Avalos – Community Design Commission
Patrice Myers – Community Relations Commission
James Rolfes – Community Design Commission
Paul Muth – Civic Information Systems Commission
Valerie Kalita – Farmers Market Commission

The roll call on the vote was as follows:

AYES: Commissioners Hendon, Hollinden, Jones-Foster, Schmitt, Strokosch and Wallace;

Chair Kelly

NAYS: None

ABSENT: None

The motion was approved.

Brian Holt was interested in the Citizen Police Oversight Committee, which currently has no vacancies.

Reports

Marketing Subcommittee Report

Commissioner Hollinden emailed David Powers regarding the items on the Volunteer Application that were turning up blank, asking him to make these required fields.

She also reported that she completed some posts on Mom Mail and Facebook asking for volunteers and that there will be information regarding the Community Relations Commission in the next OP/FYI newsletter.

Commissioner Input

Commissioner Wallace discussed the upcoming commission awards at the Nineteenth Century Club on November 21 and urged all to attend. She also spoke about the new chair for Community Design, adding that he is doing a great job.

Adjournment

It was moved and seconded to adjourn. Meeting adjourned at 9:10 p.m.

Respectfully submitted,

MaryAnn Schoenneman, Recording Secretary