

**Record of Meeting  
Citizen Involvement Commission  
Wednesday, May 6, 2015 - 7:00pm  
Village Hall - Room 101**

Present: Members Charlene Jones-Foster, Frank Pond, Conrad Terry, Sally Wallace and Anne Warden; Chair John Troelstrup; Village Clerk Teresa Powell

Absent: None

Also Present: Trustee Glenn Brewer

Call to Order: Chair Troelstrup 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 May 6, 2015 agenda as written. A voice vote was taken and the motion was approved.

For the record, Member Wallace noted that the agenda items that she had requested were not on the agenda. She voted not to approve.

Chair Troelstrup spoke about himself and his background.

Approval of Minutes

It was moved and seconded to approve the May 1, 2015 minutes as amended. A voice vote was taken and the motion was approved.

Administrative Report

Village Clerk Powell referred to the new, complete Boards and Commissions list in the members' packets and said that this will replace everything that they previously had. She noted the new format in which vacancies are being presented and answered questions from members. CIC members are to focus on recruitment for current vacancies through the end of July. She also announced several recent resignations, including Kristen Hollinden and Brian Holt from the CIC.

Applicant Interviews

Erin Daughton and Bill Hudson were interviewed by the commission.

Old Business

Discussion/Votes on Pending Applicants

Village Clerk Powell gave an update of previously interviewed applicants Nick Sinadinos and Phil Keeku.

It was moved and seconded to recommend Nick Sinadinos for appointment to the Community Design Commission. A voice vote was taken and the motion was approved.

It was moved and seconded to recommend Erin Daughton for appointment to the Energy and Environment Commission and Bill Hudson for the Building Codes Advisory Commission. A voice vote was taken and the motion was approved.

Village Clerk Powell clarified that Eric Daughton had attended a meeting of the EEC and is aware that there will not be a vacancy until July.

### New Business

Member Wallace again stated that she had requested that two items be added to the agenda via an unanswered email: Commissioner Input, which has traditionally been on the agenda just prior to adjournment, and Liaison Responsibility.

Member Warden added that she had questions regarding policy and procedure and wanted to know at what point in the meeting these may be asked.

Chair Troelstrup suggested having those discussion at a future meeting, as he was also in the learning process at this time and preferred to have some informal conversations prior to a formal discussion.

Member Wallace expressed concern regarding those items not being added to the agenda and other issues and the lack of response to her email.

Member Warden asked for clarification of CIC policies. As a new member, she was uncertain. Member Jones-Foster agreed and had questions as well.

Village Clerk Powell clarified that the original intention of the Commissioner Input agenda item was for members to share information regarding what the other commissions were working on, or reporting new vacancies, etc., which has not been the case recently. The types of discussions and questions raised during Commissioner Input may now be addressed under New Business. She added that their input regarding policy, etc. is helpful during this transition period.

Member Terry noted that all members have a copy of the Procedure Manual and he felt that it was straightforward regarding policies and procedures.

Member Warden noted there is conflicting information on the website versus what CIC members are told regarding which commissions they may make recommendations for as opposed to direct appointments by the Village President. This should be discussed by the CIC as a group. Trustee Brewer stated that this conversation is taking place at a higher level, i.e. the Board of Trustees, and they are aware that this issue impacts transparency. The resolution to this issue will not come from this body, i.e., the CIC, as policy is set by the Board of Trustees.

Chair Troelstrup thanked Trustee Brewer and commented that he is aware of these conversations and that the process is underway. He understands that there is not much the CIC can do in terms of creating policy. He is confident that when the Board reaches a

decision, the outcome will clarify everyone's concerns with respect to what the range of the CIC's input will be.

Member Wallace again commented about the lack of response to her suggested agenda items and asked what the process is for a member to add something, noting that the Procedure Manual does not indicate who has final say on what goes on the agenda.

Chair Troelstrup stated that any member may submit an item for consideration. He will respond if he thinks it should be added. Member Pond commented that it is customary for the chair to have final say over the agenda. Also, the chair is not required to put something on an agenda simply because a member requests it.

Chair Troelstrup noted that he is always available for one-on-one conversations addressing any questions or concerns anyone has. He reiterated that he has final authorization regarding what does or doesn't go on the agenda.

#### Adjournment

It was moved and seconded to adjourn. A voice vote was taken and the motion was approved. Meeting adjourned at 8:23 p.m.

Respectfully submitted,

MaryAnn Schoenneman  
Deputy Village Clerk