



Citizen Involvement Commission
Regular Meeting Agenda
Wednesday, August 2, 2023
7:00 PM
Village Hall 123 Madison Street, Room 101

- A. Call to Order**
- B. Roll Call and Declaration of a Quorum**
- C. Agenda Approval**
- D. Approval of Past Meeting Minutes**
 - A) April 19, 2023
 - B) May 3, 2023
 - C) June 7, 2023
 - D) *July 19, 2023 meeting cancelled due to lack of quorum *no meeting minutes*
- E. Public Comment**

Public statements of up to three minutes will be read into the record at the meeting. Individuals should email statements to PublicComment@oak-park.us to be received no later than 30 minutes prior to the start of the meeting. If email is not an option, you can drop comments off in the Oak Park Payment Drop Box across from the entrance to Village Hall, 123 Madison Street, to be received no later than the day prior to the meeting.
- F. New Business**
 - A) A Motion to Conduct a Volunteer Applicant Interview for the Following Individual to be Considered for an Advisory Board, Commission and/or Committee:
 - i. William Coats – Community Relations Commission
 - B) Review of Vacancy Report
 - i. Outstanding applicants to date
 - C) Advisory Board, Commission or Committee Appointments at Regular Board of Trustees Meeting: [July 31st](#)
 - i. Kurt Roskopf – Civic Information Systems Commission
 - ii. Turquoise Peart – Community Relations Commission
 - iii. Jason Nudelman – Transportation Commission
- G. Advisory Committees, Commissions, and Boards CIC Liaison Reports**

This section is intended to be informational
- H. Consideration of Motion to Adjourn to Executive Session**

5 ILCS 120/(c)(1) – Motion to Enter into Executive Session to Discuss the Appointment Recommendations of Volunteers to the Village of Oak Park’s Advisory Commissions, Committees and Boards.
- I. Reconvene to Regular Meeting**
- J. New Business Continued**
 - A) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of William Coats to the Community Relations Commission
- K. Old Business**
 - A) Review of New Granicus Boards & Commission Suite
 - B) Discussion of [2023 Work Plan](#)
- L. Adjourn**

If you require assistance to participate in any Village program or activity, contact the ADA Coordinator at 708.358.5430 or email ADACoordinator@oak-park.us at least 48 hours before the scheduled activity.



Board and Commission Vacancy and Chair Expiration Date Report

Vacancies

Board or Commission	# of Members	Current # Filled	Vacancies
Aging in Place Commission	7	7	0
Board of Fire and Police Commissioners	3	3	0
Board of Health	7	7	0
Building Codes Advisory Commission	9	7	2
Citizen Involvement Commission	9	9	0
Citizen Police Oversight Committee	7	7	0
Civic Information Systems Commission	7	6	1
Community Design Commission	11	6	5
Community Development Citizens Advisory Committee	9	8	1
Community Relations Commission	9	7	2
Disability Access Commission	7	5	2
Environment & Energy Commission	9	9	0
Farmers' Market Commission	11	9	2
Historic Preservation Commission	11	10	1
Housing Programs Advisory Committee	7	5	2
Liquor Control Review Board	5	4	1
Plan Commission	9	9	0
Transportation Commission	7	6	1
Zoning Board Of Appeals	7	7	0
Totals:	151	131	20

Chair Expirations

Board or Commission	Chairperson	Term Expiration Date
Aging in Place Commission	Marc Blesoff	08/01/2025
Board of Fire and Police Commissioners	Robert Pickrell	12/07/2023
Board of Health	Noel Chavez	03/15/2024
Building Codes Advisory Commission	Tim Kelly	05/18/2022
Citizen Involvement Commission	Greg Kolar	12/07/2023
Citizen Police Oversight Committee	Donovan Pepper	11/07/2023
Civic Information Systems Commission	David Baker	11/05/2025
Community Design Commission	Juan Betancur	12/07/2023
Community Development Citizens Advisory Committee	Andrew Celis	05/02/2025
Community Relations Commission	Jacquelyn Rodriguez	10/03/2025
Disability Access Commission	Gary Arnold	09/06/2025

Environment & Energy Commission	Liz Lukehart	10/17/2025
Farmers' Market Commission	Julia Knier	03/21/2025
Historic Preservation Commission	Louis Garapolo	03/06/2026
Housing Programs Advisory Committee	Dominic Tocci	08/01/2022
Liquor Control Review Board	Sarah Corbin	09/17/2024
Plan Commission	Iris Sims	10/05/2023
Transportation Commission	Ron Burke	07/30/2025
Zoning Board Of Appeals	Jim Lencioni	10/18/2026



APPOINTMENTS

07/31/23

Civic Information Systems Commission

Appoint as Member

Name: Kurt Roskopf

Term: 1st Term

Term Expiration Date: Jul 31, 2026

Oak Park resident for 25 years. IT Director at the Chicago Church of Christ, which includes United Lutheran Church in Oak Park. Has been working in technology for decades. Degree in computer engineering. Has attended CISC meetings and is aware of the Village website redesign and Smart Cities initiative. Has a lot of knowledge with audio/visual, networking, endpoint maintenance, and cloud-based vendor relations.

Community Relations Commission

Appoint as Member

Name: Turquoise Peart

Term: 1st Term

Term Expiration Date: Jul 31, 2026

Moved to Oak Park in 2019 and is a renter. Specializes in diversity, equity, and inclusion. Background in human resources. Previously worked for Guaranteed Rate. Currently works as program director for Coffee, Hip-Hop and Mental Health—a nonprofit mental health organization downtown.

Transportation Commission

Appoint as Member

Name: Jason Nudelman

Term: 1st Term

Term Expiration Date: Jul 31, 2026

Moved to Oak Park in December 2012. Has been a mail carrier for 11 years. Has been living car-free in Oak Park since 2014. Interested in learning from other communities for how Oak Park can improve, such as raised sidewalks, more protected bike lanes with concrete, and Divvy bikes. Agrees with Vision Zero plan for Oak Park. Member of Bike Walk Oak Park.



**DRAFT MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION
WEDNESDAY, APRIL 19, 2023, 7:00 P.M.
VILLAGE HALL, ROOM 124**

I. Call to Order

Chair Kolar called the regular meeting to order at 7:10 P.M.

II. Roll Call

Present: Commissioners Jill Eid, Ron Elling, Curtis Lott, Carollina Song and Chair Greg Kolar

Absent: Commissioners Annemarie Kill, Drew Miller, Ron Roman, Sheila Wesonga

Also present: Village Clerk Christina Waters

III. Agenda Approval

Chair Kolar requested to change the order of Items D and E. Commissioner Wesonga moved to approve the agenda as amended; Commissioner Lott seconded. A voice vote was taken and the motion was approved.

IV. Minutes Approval

Commissioner Elling moved to approve the minutes of the March 1, 2023 meeting as presented; Commissioner Lott seconded. A roll call was taken and the motion was approved. Commissioner Lott moved to approve the minutes of the March 15, 2023 meeting as presented; Commissioner Song seconded. A roll call was taken and the motion was approved. Commissioner Eid and Chair Kolar abstained.

V. Public Comment

There was no public comment.

VI. New Business

A) A Motion to Conduct Volunteer Applicant Interviews for the Following Individuals to be Considered for an Advisory Board, Commission and/or Committee:

- a. Adebayo Owolewa – Housing Programs Advisory Committee
- b. Michael Blaise Denton – Housing Programs Advisory Committee
- c. Jason Nudelman – Transportation Commission
- d. Jason Jenkins – Transportation Commission
- e. Jack Eskin – Transportation Commission

Commissioner Eid moved; Commissioner Lott seconded. A roll call was taken and the motion was approved.

Adebayo Owolewa – Housing Programs Advisory Committee

Received his law and business degrees from University of Virginia. Worked in banking in Charlotte, NC, Richmond, VA, and Chicago. Moved to Oak Park in April 2022 and plans to stay here. Grew up in a low-income community and understands the importance of housing and how high property taxes can be exclusive. Uses his experiences to act as a bridge between different communities and socioeconomic statuses. Treasurer of the Polite Community Redevelopment Corporation.

Michael Blaise Denton – Housing Programs Advisory Committee

Goes by the name Blaise. Moved to Oak Park in August 2022. Has a masters degree. Did education and policy programs for the Florida Department of Elder Affairs. Former research manager for the Florida Housing Coalition and has grant writing and management experience. Acknowledged the work of the Oak Park Regional Housing Center and Oak Park as one of only a few racially integrated communities.

Jason Nudelman – Transportation Commission

Moved to Oak Park in December 2012. Has been a mail carrier for 11 years. Has been living car-free in Oak Park since 2014. Interested in learning from other communities for how Oak Park can improve, such as raised sidewalks, more protected bike lanes with concrete, and Divvy bikes. Agrees with Vision Zero plan for Oak Park. Member of Bike Walk Oak Park.

Jason Jenkins – Transportation Commission

Moved to Oak Park in 2020. Has worked with Active Transportation Alliance since 2008. Worked for Darrow Bike Racks. Wants to contribute to make Oak Park more bikeable and walkable. Excited to see the implementation of Vision Zero and add his voice to the Commission pushing back on some of the enforcement and their cognizance of racial disparities. Supports the built environment and balancing the needs of the community.

Jack Eskin – Transportation Commission

Urban planner who works for transportation consultant firm HNTB. Has a masters in urban planning from UIC. Was Deputy Director of Redevelopment for the City of Gary, Indiana. Oversaw climate resiliency work for Delta Institute. Currently working on projects for IDOT, Metra, and CDOT and oversees grant writing for Cook County, City of Chicago, and Pace. Interested in integrating community and environmental planning into transportation projects overlaying with climate resiliency. Moved to Oak Park in 2019.

B) Review of Vacancy Report

Chair Kolar said the Commission is prioritizing filling vacancies for the Building Code Advisory, Community Design, Transportation, and Housing Programs Advisory Commissions. Commissioner Kill requested to brainstorm recruitment strategies at the next meeting.

- C) Review of Appointments Report from the March 20, 2023 Board of Trustees Regular Meeting
The commission reviewed the appointments.

VII. Executive Session

- D) 5 ILCS 120/(c)(1) – Motion to enter into executive session to discuss the appointment recommendations of volunteers to the Village of Oak Park’s advisory commissions, committees and boards.
Commissioner Song moved; Commissioner Lott seconded. A voice vote was taken and the motion was approved. The Commission adjourned to Executive Session at 8:47 P.M.

VIII. Reconvene to Regular Meeting

The Regular Meeting reconvened at 9:02 P.M.

IX. New Business Continued

- E) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Adebayo Owolewa to the Housing Programs Advisory Committee
Commissioner Eid moved; Commissioner Lott seconded. A voice vote was taken and the motion was approved.
- F) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Michael Blaise Denton to the Housing Programs Advisory Committee
Commissioner Elling moved; Commissioner Song seconded. A voice vote was taken and the motion was approved.
- G) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Jason Nudelman to the Transportation Commission
Commissioner Song moved; Commissioner Lott seconded. A voice vote was taken and the motion was approved.
- H) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Jason Jenkins to the Transportation Commission
Commissioner Eid moved; Commissioner Lott seconded. A voice vote was taken and the motion was approved.
- I) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Jack Eskin to the Transportation Commission
Commissioner Song moved; Commissioner Elling seconded. A voice vote was taken and the motion was approved.

X. Old Business

- J) Discussion of Citizen Involvement Commission Member assignments at upcoming Recruitment Events (Juneteenth Event, Day in Our Village, Go Green Days, Barrie Fest, Thursday Night Out, etc.)
- K) Discussion of the 2023 Work Plan group assignments

XI. Adjourn

Commissioner Lott moved to adjourn; Commissioner Song seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 9:10 P.M.

Respectfully Submitted,

Cindy Hansen, Deputy Village Clerk



**DRAFT MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION
WEDNESDAY, MAY 3, 2023, 7:00 P.M.
VILLAGE HALL, ROOM 101**

I. Call to Order

Chair Kolar called the regular meeting to order at 7:04 P.M.

II. Roll Call

Present: Commissioners Elling, Kill, Lott, Miller, Roman, Song (arrived 7:07 P.M.) and Chair Kolar

Absent: Commissioners Eid, Wesonga

Also present: Clerk Waters, Peter Weismantle, Tejas Shah, Derek Eder, Mike Cochran

III. Agenda Approval

Commissioner Elling moved to approve the agenda; Commissioner Roman seconded. A voice vote was taken and the motion was approved.

IV. Public Comment

There was no public comment.

V. New Business

A) A Motion to Conduct Volunteer Applicant Interviews for the Following Individuals to be Considered for an Advisory Board, Commission and/or Committee:

- a. Derek Eder – Environment & Energy Commission
- b. Tejas Shah – Environment & Energy Commission
- c. Mike Cochran – Transportation Commission
- d. Peter Weismantle – Zoning Board of Appeals

Commissioner Lott moved; Commissioner Miller seconded. A voice vote was taken and the motion was approved.

Derek Eder – Environment & Energy Commission

Oak Park resident of five years. Part of OPCAN and interested in Climate Action Plan. Installed heat pumps and solar panels in home and writes a blog and uses social networks to encourage residents to do the same. Runs a tech consulting company and built the Decarbmystate.com website. Interested in equity, thinks more incentives and education are needed. Village is leading by example by electrifying its buildings. Would be open to joining either BCAC or CISC. Part of Illinois Clean Jobs Coalition.

Tejas Shah - Environment & Energy Commission

Lawyer who practices immigration law at a law firm downtown since 2008. Moved to Oak Park in 2018. Passionate about making life in Oak Park as sustainable as possible with local action. Did an emerging

leaders program with the Chicago Counsel on Global Affairs. Amongst the 25% in Oak Park who compost and thinks better incentives are needed. Would like to create transparency around issues like solar installation. Also open to considering Community Relations, CPOC, or Disability Access Commissions.

Mike Cochran - Transportation Commission

Oak Park resident of three years. Project manager at Aviant. Fascinated with vehicle, bicycle, and pedestrian traffic and interaction. Wants to get involved and understand the structure better and how to get changes made in the community like better speed enforcement. Very familiar with the stresses and challenges on volunteers. The importance of the impact of feeling safe on residents. May be interested in the Community Design Commission.

Peter Weismantle - Zoning Board of Appeals

Has lived in Oak Park since 1979. Recently retired architect, former director of super tall building technology. Worked for large firms downtown on mostly international projects. Still does consultant work. Has owned a couple of small multi-family properties and understands the landlord perspective. Wants to encourage people to stay and improve their properties and to apply regulations sensibly.

B) Review of Vacancy Report

The commission discussed reducing the size of the Community Design Commission. Commissioner Song will talk to her neighbor who is a graphic designer. Clerk Waters will check the quorum requirements for each commission and the ZBA membership list.

VII. Executive Session

- C) 5 ILCS 120/(c)(1) – Motion to enter into executive session to discuss the appointment recommendations of volunteers to the Village of Oak Park’s advisory commissions, committees and boards.

Commissioner Song moved; Commissioner Lott seconded. A voice vote was taken and the motion was approved. The Commission adjourned to Executive Session at 8:28 P.M.

VIII. Reconvene to Regular Meeting

The Regular Meeting reconvened at 9:05 P.M.

IX. New Business Continued

- D) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Derek Eder to the Environment & Energy Commission

Commissioner Miller moved; Commissioner Roman seconded. A roll call vote was taken and the motion was approved.

Ayes: Elling, Kill, Lott, Miller, Roman, Song and Chair Kolar

Nays: None

Absent: Eid, Wesonga

- E) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Tejas Shah to the Environment & Energy Commission or the Disability Access Commission
Commissioner Elling moved to amend the motion; Commissioner Kill seconded. A roll call vote was taken and the motion was approved as amended.

Ayes: Elling, Kill, Lott, Miller, Roman, Song and Chair Kolar

Nays: None

Absent: Eid, Wesonga

- F) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Mike Cochran to the Transportation Commission or to another commission of his interest
Commissioner Lott moved to amend the motion; Commissioner Kill seconded. A roll call vote was taken and the motion was approved as amended.

Ayes: Kill, Lott, Miller, Roman, Song

Nays: Elling and Chair Kolar

Absent: Eid, Wesonga

- G) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Peter Weismantle to the Zoning Board of Appeals
Commissioner Miller moved; Commissioner Song seconded. A roll call vote was taken and the motion was approved.

Ayes: Miller, Song, Elling, Kill, Lott, Roman and Chair Kolar

Nays: Absent

Absent: Eid, Wesonga

X. Old Business

- H) Discussion of Citizen Involvement Commission Member assignments at upcoming Recruitment Events. Commissioners should respond to the Doodle polls sent by Chair Kolar for *Thursday Night Out, Go Green Days* at the Farmers' Market. Chair Kolar will send another Doodle poll for *A Day in Our Village*.

XI. Adjourn

Commissioner Song moved to adjourn; Commissioner Kill seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 9:16 P.M.

Respectfully Submitted,
Deputy Clerk Hansen



**DRAFT MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION
WEDNESDAY, JUNE 7, 2023, 7:00 P.M.
VILLAGE HALL, ROOM 101**

I. Call to Order

Chair Kolar called the regular meeting to order at 7:05 P.M.

II. Roll Call

Present: Commissioners Elling, Kill, Lott (arrived at 7:07 P.M.), Miller, Roman, Song (arrived at 7:33 P.M.) and

Chair Kolar

Absent: Commissioners Eid, Wesonga

Also present: Clerk Waters, Kurt Roskopf, Nicholas Mann, Turquoise Peart, Seth Jansen

III. Agenda Approval

Commissioner Roman moved to approve the agenda; Commissioner Kill seconded. A voice vote was taken and the motion was approved.

IV. Public Comment

There was no public comment.

V. New Business

A) A Motion to Conduct Volunteer Applicant Interviews for the Following Individuals to be Considered for an Advisory Board, Commission and/or Committee:

- a. William Coats – Community Relations Commission (*not in attendance*)
- b. Kurt Roskopf – Civic Information Systems Commission
- c. Nicholas Mann – Community Design Commission/Community Development Citizens Advisory Committee
- d. Seth Jansen – Community Design Commission/Community Development Citizens Advisory Committee
- e. Turquoise Peart – Housing Programs Advisory Committee

No motion was made.

Kurt Roskopf – Civic Information Systems Commission

Oak Park resident for 25 years. IT Director at the Chicago Church of Christ, which includes United Lutheran Church in Oak Park. Has been working in technology for decades. Degree in computer engineering. Has attended CISC meetings and is aware of the Village website redesign and Smart Cities initiative. Has a lot of knowledge with audio/visual, networking, endpoint maintenance, and cloud-based vendor relations.

Nicholas Mann – Community Design Commission/Community Development Citizens Advisory Committee
Moved to Oak Park two years ago. Owns equity in a manufacturing business in West Garfield Park and a charity business that did work with Animal Care League. Worked for the U.S. Department of Defense and was a first officer for commercial cargo ships. Interested in the small business aspect of the CDC. Also interested in the CDCAC. Will send in his references. Would like to see more artwork in Oak Park.

Seth Jansen – Community Design Commission/Community Development Citizens Advisory Committee
Has lived in Oak Park for a few years. Has worked in public sector his entire life. Current management analyst for River Forest public works department and staff liaison to their Sustainability Commission. Said he will confirm there is no conflict of interest. Master's in public administration with a certificate in community planning. Worked as a legislative liaison for a state agency so CDCAC is his second choice.

Turquoise Peart – Housing Programs Advisory Committee/Community Relations Commission
Moved to Oak Park in 2019 and is a renter. Specializes in diversity, equity, and inclusion. Background in human resources. Previously worked for Guaranteed Rate. Currently works as program director for Coffee, Hip-Hop and Mental Health—a nonprofit mental health organization downtown. Said her first choice is now the Community Relations Commission. Clerk Waters will introduce her to CRC Chair.

B) Review of Vacancy Report

Clerk Waters will check the quorum requirements for each commission.

C) Advisory Board, Commission or Committee Appointments at the June 5, 2023 Board of Trustees Meeting.

There were no appointments.

D) Advisory Committees, Commissions, and Boards CIC Liaison Reports

Commissioner Kill said an architect is needed for Historic Preservation Commission. Clerk Waters said there is someone in the queue for HPC. Commissioner Lott said CPOC is reviewing complaints. The body cameras are going well but there is still concern about the flock cameras and other communities being able to view the data of Oak Park. An attorney is reviewing it.

VII. Consideration of Motion to Adjourn to Executive Session

E) 5 ILCS 120/(c)(1) – Motion to enter into executive session to discuss the appointment recommendations of volunteers to the Village of Oak Park's advisory commissions, committees and boards.

Commissioner Miller moved; Commissioner Lott seconded. A voice vote was taken and the motion was approved. The Commission adjourned to Executive Session at 8:26 P.M.

VIII. Reconvene to Regular Meeting

The Regular Meeting reconvened at 8:49 P.M.

IX. New Business Continued

- F) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of William Coats to the Community Relations Commission
Commissioner Miller moved to remove the motion; Commissioner Elling seconded. A voice vote was taken and the motion was removed.
- G) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Kurt Roskopf to the Civic Information Systems Commission
Commissioner Roman moved; Commissioner Elling seconded. A roll call vote was taken and the motion was approved.
Ayes: Roman, Elling, Kill, Lott
Nays: Miller and Chair Kolar
Abstain: Song
Absent: Eid, Wesonga
- H) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Nicholas Mann to the Community Design Commission/Community Development Citizens Advisory Committee
Commissioner Kill moved to table the motion; Commissioner Miller seconded. A roll call vote was taken and the motion was tabled.
Ayes: Kill, Miller, Elling, Lott, Roman and Chair Kolar
Nays: None
Abstain: Song
Absent: Eid, Wesonga
- I) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Seth Jansen to the Community Design Commission/Community Development Citizens Advisory Committee
Commissioner Miller moved; Commissioner Elling seconded. A roll call vote was taken and the motion was approved.
Ayes: Miller, Elling, Kill, Lott, Roman and Chair Kolar
Nays: None
Abstain: Song
Absent: Eid, Wesonga
- J) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Turquoise Peart to the Housing Programs Advisory Committee

Commissioner Miller moved to amend the motion with a primary designation to the Community Relations Commission and a secondary designation to the Housing Programs Advisory Committee; Commissioner Roman seconded. A roll call vote was taken and the motion was approved.

Ayes: Miller, Roman, Elling, Kill, Lott and Chair Kolar

Nays: None

Abstain: Song

Absent: Eid, Wesonga

X. Old Business

H) Discussion of the 2023 Work Plan

Commissioners Elling and Roman are awaiting feedback from the commissioners on the questionnaire they drafted about the onboarding process. Commissioner Elling recommended emailing the draft protocol to the commissioners and request they email their revisions to Clerk Waters. Clerk Waters responded that feedback was received from the chairs at their quarterly meeting.

XI. Adjourn

Commissioner Kill moved to adjourn; Commissioner Roman seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 9:08 P.M.

Respectfully Submitted,
Deputy Clerk Hansen

2023
 Work Plan for Citizen Involvement Commission
 Supporting Diversity

2023 Initiatives

ENABLING LANGUAGE	PROJECT	OUTCOMES	TIMEFRAME	COST (if any)
Volunteer Recruitment	Participate in at least three community events a year (e.g. Day in Our Village, Farmers Market, Thursday Night Out etc.)	Increase awareness of commission work and variety of volunteer opportunities.	Ongoing	\$2,500(to also include 2 flyers in the Wednesday Journal which are \$1,300 for 2 flyers
	Host at least one volunteer recruitment event each quarter with varying community partners.	Increase number of first-time applicants accurately representing the demographics of our Village by 15%.		
	Review Recruitment Process and volunteer application process and make updates as necessary	With rollout of new village website, provide updates to application process for commissions.		
	Update marketing materials and look into ways to better utilize social media and other outlets such as local newspaper (e.g. Village Social Media Outlets, Tik-Tok, etc.)	Build trust amongst sectors of our community who feel less ownership over opportunities to get involved.		
	Continue to gather demographic data of volunteer base.	Assess our weaknesses and evaluate progress for reaching goal of seeking a volunteer base that accurately reflects the demographics of our Village.		
	Review timeline of applicants process from time of application to CIC interview and placement on village board agenda.	Decrease the time it takes in the process once applicants submit an application.		
Commission Support	Review interview and selection process. Interview at least two candidates for each vacancy.	Maintain a vacancy rate not to exceed 10% with well suited volunteers.	Ongoing	
	Maintain a database of commission members and terms.	Provide monthly commission vacancy reports, Chair expiration report, and results of survey data.		
	Continue a committee liaison process that assigns a liaison to each Commission/Committee, and that connects us with the chair/commission to help in identification of commission needs			

2023
 Work Plan for Citizen Involvement Commission
 Supporting Diversity

2023 Initiatives

	Formalize a new onboarding process for commissions members and an exit interview process to gather information which may help commissions in the future	75% of new commissioners complete the onboarding training.		
	Co-Host with Village President quarterly Chair meetings for peer learning and support, and quarterly meetings with new commissioners for training (and not for purposes of business in order to not violate OMA pending legal dept opinion)	Increase knowledge, skills, and abilities of commission leadership and commissioners for effective and efficient commissions.		
Volunteer Recognition	Host the annual Volunteer Appreciation Event.	Express appreciation to Village Volunteers.	Fall 2023	\$3,000
	Thank you video honoring Village Volunteers.			
	Thank you cards signed by Village Board and staff.			