



**MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION
WEDNESDAY, DECEMBER 6, 2023, 7:00 P.M.
VILLAGE HALL, ROOM 101**

A. Call to Order

Chair Kolar called the regular meeting to order at 7:00 P.M.

B. Roll Call

Present: Commissioners Elling, Kill, Lott (left at 7:35 P.M.), Miller, Roman, Song, Wesonga, and Chair Kolar

Absent: Commissioners Eid, Song (joined at 7:03 P.M.)

Also present: Clerk Waters (remote), Deputy Clerk Hansen

C. Agenda Approval

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

D. Minutes Approval

Commissioner Lott moved to approve the minutes of the October 4, 2023 meeting; Commissioner Miller seconded. Commissioner Wesonga abstained. A voice vote was taken and the motion was approved.

E. Public Comment

There was no public comment.

F. New Business

A. Review of Vacancy Report

The Historic Preservation Commission (HPC) is having trouble making quorum.

The Community Design Commission (CDC) has five vacancies. There are internal discussions about reducing the size of the CDC. It was recommended to change the CDC description on the Village website to include the enabling language and to review the website descriptions for all commissions.

Commissioner Roman said he would like to also serve on the HPC and will follow up with Clerk Waters.

Commissioner Song said she may also be interested in serving on the HPC.

B. New Advisory Board, Commission or Committee Appointments

i. October 16, 2023

ii. October 30, 2023

iii. December 4, 2023

Chair Kolar and Commissioner Kill read aloud the recently appointed commissioners.

C. Racial Equity Assessment

Chair Kolar led the commissioners through the racial equity assessment and submitted the questionnaire on behalf of the CIC. He recommended sharing the recording of this discussion to the racial equity assessment team at UIC.

G. CIC Liaison Reports

Commissioner Wesonga inquired if the Environment & Energy Commission is still meeting. Clerk Waters said there is no staff liaison now and she will let Commissioner Wesonga know when the next meeting will be. She said she will also write to all staff liaisons to be sure they are including the CIC liaisons in their meeting invites. Commissioner Elling requested to add an “other” section to the liaison report form. Chair Kolar said that revision can be added to the work plan.

H. Staff Liaison Report

Clerk Waters said she would like to hear from the CIC about what they would like reported out in this section. Commissioner Wesonga said she would like to see a procedural process to get things done faster, such as filling the CDC vacancies. Commissioner Miller said he would like to see meeting minutes from the other commissions. Deputy Clerk Hansen noted they are posted on the Village website.

Clerk Waters gave the example of the amendment to the Building Codes and Advisory Commission (BCAC) terms which was approved by the Village Board. The BCAC’s terms are now 5 years instead of 3 years. Commissioner Wesonga said she appreciates receiving the Village Board meeting agendas. Commissioner Elling requested any observations about the general health of the commissions. Commissioner Kill would like any applicants that identify as being diverse to be called to the CIC’s attention.

I. Consideration of Motion to Adjourn to Executive Session. 5 ILCS 120/2(c)(1) – Motion to Enter into Executive Session for Review and Approval of Executive Session Minutes of the Citizen Involvement Commission.

Commissioner Roman motioned; Commissioner Wesonga seconded. A roll call vote was taken and the motion was approved. The roll call was as follows:

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

Absent: Eid, Lott

The Commission adjourned to Executive Session at 8:25 P.M.

J. Reconvene to Regular Meeting

The Regular Meeting reconvened at 8:41 P.M.

K. Old Business

A. Discussion of 2023 Work Plan/Accomplishments & Draft the 2024 Work Plan

Chair Kolar instructed the commissioners to send their additions and feedback to Clerk Waters and Chair Kolar and he will collate the responses and circulate a draft 2024 work plan at the January meeting.

The commissioners debriefed on the volunteer appreciation event. Chair Kolar noted 50% of the confirmed attendees did not attend and said next year we should assume 25% of the confirmed attendees will not attend. Commissioner Roman said he would like to see more money spent on prizes or giveaways. Chair Kolar said he may request to increase the budget next year from \$3,000 to \$5,000. Commissioner Roman said we need to determine why there were so many who did not attend. He suggested a printed invitation that comes from the staff liaison.

L. Adjourn

Commissioner Miller moved to adjourn; Commissioner Wesonga seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 8:55 P.M.

Respectfully Submitted,
Deputy Clerk Hansen