

Record of Special Meeting
Citizen Involvement Commission (CIC)
Wednesday, February 6, 2019, 7:00 p.m.
Village Hall, room 101

I. **Call to Order**

Chair Troelstrup called the meeting to order at 7:00 p.m.

II. **Roll Call**

Present: Commissioners Natalie Coon, Robbie Erickson, Curtis Lott (7:05pm), Sandra Novack-Gottshall, Frank Pond, Conrad Terry, Erika Washington, and Chair John Troelstrup

Absent: Emily Masalski

Also present: Village Clerk Vicki Scaman

III. **Approval of Agenda**

It was moved by Commissioner Pond and seconded by Commissioner Terry to approve the agenda for February 6, 2019. A voice vote was taken and the motion was approved.

IV. **Approval of Minutes**

It was moved by Commissioner Terry and seconded by Commissioner Washington to approve the amended minutes from January 9, 2019, with the spelling correction of Velga Drillis-Eizis's name. A voice vote was taken and the motion was approved.

V. **Public Comment**

There was none.

VI. **Applicant Interviews**

- **Brandon Green, Community Relations Commission**

Brandon Green is in an interracial marriage with children. He works with youth on the Westside of Chicago. Mr. Green wishes to volunteer in Oak Park to further advance race relations.

- **Maya Puentes, Community Relations Commission**

Maya grew up in Oak Park. She is also in an interracial relationship. She considers herself a connector and feels she has a lot to offer from a Latino perspective and adult resident without children.

- **Myndi DeVore, Farmers Market**

Myndi has lived in Oak Park for five years. She is a fan of the Farmers Market and believes there is an opportunity to connect resources to promote healthy pop-up dinners.

- **Katie Weaver, Farmers Market**

Katie has lived in Oak Park for 3 years. She is a dietician. She is very interested in promoting accessibility to sustainable and healthy foods utilizing programs such as the LINK card.

- **Liz Van Laanen (Stolfa), Farmers Market**

Liz has lived in Oak Park for 15 years. She believes the Farmers Market is one of Oak Park's greatest assets. She is teamwork oriented and would be excited to have an opportunity to volunteer on the Farmers Market Commission.

VII. Reports

- **Vacancy Report**

Clerk Scaman updated members of the Citizen Involvement Commission on appointments that have moved forward and remaining vacancies. Clerk Scaman will identify skills desired for recruitment of current vacancies. Commissioner Washington suggested we investigate whether or not the Farmers Market would consider increasing the size of their commission to accommodate the workload. As the liaison to the Farmers Market, Commissioner Pond agreed to inquire with the chair and staff liaison on any potential benefit for increasing the membership of the Farmers Market.

- **Commission Liaison Reports**

None

- **Work Plan Study Session updates**

Clerk Scaman provided a copy of the new "Help Shape Public Policy" volunteer flyer written by Commissioner Novack-Gottshall and designed by the Village's Communications Department Erik Jacobsen.

Members of CIC opted to work in small groups to continue advancing their action plans for each section of the CIC 2019 work plan.

Volunteer Recruitment: Commissioner Washington updated members of the commission on their tasks and timeline for increasing recruitment efforts.

1. Rollout video
2. Engagement training
3. Hosting events
4. Engage other groups to build trust and gain buy-in

It was added that Commissioner Lott has relationships with the Library that may be helpful with aspects of the Volunteer Recruitment action plan.

Commission Support: Commissioner Erickson provided an update on tasks identified by the committee; demographic survey, exit interview survey, commission database, review to improve commission liaison role, and certificates of appreciation. Clerk Scaman will be sending out the surveys and will provide aggregate data to the committee. Other opportunities exist to expand the capabilities of the current database that can be investigated. It was suggested that the committee may consider updating the commission procedure manual with tips on how to be a good commissioner.

Volunteer Appreciation: Commissioner Coon updated the commission on investigating options for a Volunteer Appreciation event for 2019. Commissioners Pond and Coon will be meeting with the Park District to utilize the Conservatory again. Chair Troelstrup expressed interest in assisting. Discussion was had on the possibility of hosting the event at the Conservatory again but this time exclusively for volunteers. Commissioners Pond and Coon will be talking to Hamburger Mary's as an option. An idea of promoting purely social outings for volunteers was also discussed. The group likes the idea of t-shirts for volunteers.

VIII. New Business

- **Applicant Discussion**

After discussion, Commissioner Pond moved to recommend the applicants for appointment to the commissions for which they applied. It is expected that Brandon Green observe a meeting of the Community Relations Commission before appointment. Commissioner Terry seconded the motion. A voice vote was taken and the motion was approved.

IX. Adjourn

Commissioner Terry moved to adjourn. Commissioner Lott seconded the motion. A voice vote was taken and the motion was approved. Chair Troelstrup adjourned the meeting at 8:31 p.m.

Respectfully submitted,
Village Clerk Vicki Scaman