

Record of Meeting
Citizen Involvement Commission
Wednesday, November 14, 2018 - 7:00pm
Village Hall Room 101

I. Call to Order

Chair Troelstrup called the meeting to order at 7:01 p.m.

II. Roll Call

Present: Commissioners Robbie Erickson, Curtis Lott, Sandra Novack-Gottshall, Conrad Terry, Erika Washington, and Chair John Troelstrup.

Absent: Commissioners Natalie Coon, Emily Masalski, and Frank Pond.

Also present: Village Clerk Vicki Scaman

III. Approval of Agenda

It was moved by Commissioner Novack-Gottshall and seconded by Commissioner Lott to approve the agenda for November 14, 2018. A voice vote was taken and the motion was approved.

IV. Approval of Minutes

It was moved by Commissioner Terry and seconded by Commissioner Lott to approve the minutes from October 3, 2018 as amended; noting that Commissioner Washington was in attendance. A voice vote was taken and the motion was approved.

V. Public Comment

None

VI. Applicant Interviews

Members of the Citizen Involvement Commission conducted applicant interviews:

a. Andrew Celis, Community Development Citizens Advisory Committee (CDCAC)

Mr. Celis' professional background provides him with knowledge and understanding that would be useful on CDCAC. He currently works for Neighborhood Housing Services of Chicago, a not-for-profit focused on affordable housing issues.

b. Colin Hughes Taylor, Environment & Energy Commission (EEC)

Mr. Taylor has professional experience focused on community level education related to sustainability and environmental conservation. Mr. Taylor believes it is necessary to educate the community on proper recycling habits. He appreciates the efforts the Village is taking to engage citizens around choosing LED lighting for streets.

c. Lou Garapolo, Historic Preservation Commission (HPC)

Mr. Garapolo is an architect with appreciation for the value of historical architecture with the understanding that old architecture does not define historic. Members of the commission asked questions of the applicant to confirm a conflict of interest would not be a concern.

d. Matthew Knight, Civic Information Systems Commission (CISC)

Mr. Knight was not present. He will interview at a future meeting.

e. Lisa Boone, Environment & Energy Commission (EEC)

Ms. Boone was not present. She will interview at a future meeting.

Clerk Scaman stated for applicants the remainder of the process for potential appointment to a commission. After tonight's meeting she will inform applicants of the CIC decision regarding recommending appointment. She will then seek an endorsement from the President for approval by the Village Board for recommended applicants.

VII. Reports:

a. Administrative Report/ Vacancies and Waitlist:

Clerk Scaman reviewed with members of the Citizen Involvement Commission (CIC) the Vacancy and Chair Expiration Date Report. Ms. Scaman provided an update on applicants waiting to get on an agenda, and potential candidates for remaining vacancies. Openings on the Farmers Market Commission were advertised in the last OP FYI with two potential applicants communicating interest. With the number of applicants working through the process vacancies will presumably go to a minimum after they are appointed. CIC will set a goal for seeking a waiting list with an applicant for each commission.

b. Commission Liaison reports:

Commissioner Novack-Gottshall reported on her experience observing the Architecture Review Committee (ARC) of the Historic Preservation Commission (HPC). She explained their purpose is to provide preliminary feedback on proposals and assist homeowners with navigating architectural review guidelines when renovating historic homes. She noted it is a thoughtful process with a focus on maintaining integrity of historic architecture from the street view. Guidelines can be challenging for a homeowner to understand.

VIII. Old Business:

a. Updates on citizen involvement recruitment plan:

Clerk Scaman reported that an overview of the CIC Diversity Recruitment Plan was shared with chairs of commissions at the October 30th Chair meeting. A survey was given at the end of the meeting. Chairs reported a unanimous willingness to participate or request a member of their commission to participate.

Members of CIC decided to focus their December 5, 2018 meeting on creating an action plan for moving forward with 2019 Work Plan initiatives. It was decided that the January 2, 2019 meeting will be postponed to January 9th. New interviews will be scheduled for January 9th.

Commissioner Erickson shared with members of CIC the draft of the "Exit Survey" he worked on. Members of the Commission had minor revisions and suggestions. A discussion was had on the importance of maintaining aggregate data. The desire is to prepare for providing useful data to the Village Board on commission volunteerism and use the data to address concerns.

IX. New Business

a. Applicant discussion, decisions and recommendations:

After brief discussion on addressing possible conflicts of interest, it was moved by Commissioner Terry and seconded by Commissioner Washington to recommend the interviewed applicants to the commissions for which they have interviewed. A voice vote was taken and the motion was approved.

Adjournment

It was moved by Commissioner Lott and seconded by Commissioner Erickson to adjourn at 8:14 p.m. A voice vote was taken and the meeting was adjourned by Chair Troelstrup.

Respectfully submitted,

Vicki Scaman, Village Clerk