

Record of Meeting  
Citizen Involvement Commission  
Wednesday, December 5, 2018 - 7:00pm  
Village Hall Room 101

I. Call to Order

Chair Troelstrup called the meeting to order at 7:02 p.m.

II. Roll Call

Present: Commissioners Natalie Coon, Robbie Erickson, Curtis Lott, Emily Masalski, Sandra Novack-Gottshall, Frank Pond, Conrad Terry, Erika Washington, and Chair John Troelstrup.

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 December 5, 2018. A voice vote was taken and the motion was approved.

IV. Approval of Minutes

It was moved by Commissioner Lott and seconded by Commissioner Gottshall-Novack to approve the minutes from November 14, 2018 with corrected spelling of Novack-Gottshall in Item III of the agenda. A voice vote was taken and the motion was approved.

V. Public Comment

None

VI. Reports:

a. Administrative Report/ Vacancies and Waitlist:

Clerk Scaman shared that no changes exist regarding vacancies since last month's meeting. Appointments have been stalled until the New Year due to Board priority of passing the Village budget. New applicants for the Farmers Market have resulted from a recent announcement in the Oak Park FYI.

b. Commission Liaison reports:

There was none to report.

VII. Work Plan Study Session – create action plan to achieve 2019 initiatives

2019 Initiatives:

- a. Volunteer Recruitment; Emily Masalski, Erika Washington, and Conrad Terry
- b. Commission Support; Robbie Erickson, Sandra Novack-Gottshall, and Curtis Lott
- c. Volunteer Recognition; Frank Pond, and Natalie Coon

It was planned to create action plans for each of the above initiatives with deadlines for 2019. Clerk Scaman reviewed with the commission discussion from the past that led to initiatives currently in the 2019 Work Plan. The Commission reviewed and proposed changes to the Exit Interview and Demographic Survey. Members of CIC broke into groups as identified above and reported back to the group. Chair Troelstrup and Clerk Scaman assisted as needed. Action plans are attached.

Adjournment

It was moved by Commissioner Pond and seconded by Commissioner Erickson to adjourn at 8:34 p.m. A voice vote was taken and the meeting was adjourned by Chair Troelstrup.

Respectfully submitted,

Vicki Scaman, Village Clerk