

**Record of Meeting
Citizen Involvement Commission
Wednesday, May 1, 2013- 7:00 pm
Village Hall - Room 101**

Present: Commissioners Dawn Hendon (7:10) Kristen Hollinden, Jenny Jocks Stelzer, Charlene Jones-Foster, Ed Schmitt, Jassen Strokosch and Sally Wallace; Chair Jim Kelly; Village Clerk Teresa Powell

Absent: Commissioner Rob Breymaier

Call to Order: Chair Kelly called the meeting to order at 7:02 p.m.

Approval of Agenda

It was moved and seconded to approve the May 1, 2013 agenda as written. Motion approved.

Approval of Minutes

It was moved and seconded to approve the April 3, 2013 minutes as written. Motion approved.

Public Comment

There was no public comment.

Prospects Interviews

Jeanette Mancusi, Caitlin Jeffries, Sharon Stolz and Ashley Hopkins-Yanda were interviewed by the commission.

Reports

Administrative Report

3) Vacancy/Prospective Vacancy Report

Village Clerk Powell reported the positive feedback from the Board of Trustees regarding the low number of vacancies. She encouraged the commissioners to look ahead for prospective vacancies in the coming months.

2) Chair Appointments

Village Clerk Powell noted that all chair positions have now been filled with the appointments of Tom Zapler (CRC) and Victoria Scaman (LCRB).

1) Procedure Manual Update

There were no updates to report.

Chair Kelly announced the appointments made at the April 1 Board Meeting.

Marketing Subcommittee Report

Commissioner Strokosch referred to the new posters and discussed the changes. He distributed drafts to the commission for their review. He noted that there was a need for age diversity and additional race diversity. Commissioner Strokosch suggested using Chair Kelly's photo. Commissioner Hollinden suggested a group photo of CIC as there is diversity on the commission.

Commissioner Strokosch stated that the goal is to use several posters on a rotation basis instead of printing a large amount of just one. He also explained the software in regards to updating the layout with new photographs. Permission from commissioners whose photos would be used was discussed. Chair Kelly gave permission for use of his photo in the poster.

It was moved and seconded to approve the layout. A voice vote was taken and the motion was approved.

There was a discussion regarding Mom Mail.

Old Business

Pending Appointments

Chair Kelly stated that all candidates who made a final decision were appointed on April 1.

Chair Kelly stated that he spoke with Jameel Abdur-Raffia's references. His name may be brought forward for CRC. Casey Schepp is still in the process of researching FMC and EEC. Greg Marsey was researching Plan and ZBA.

The applicants interviewed this evening were discussed.

Recommendation of Candidates

It was moved and seconded to recommend the following appointments:

Jeanette Mancusi, Liquor Control Review Board (waiting list)
Caitlin Jeffries, Environment and Energy Commission
Sharon Stolz, Community Development Citizens Advisory Committee
Jameel Abdur-Raffia, Community Relations Commission
Ashley Hopkins-Yanda, Farmers Market Commission

The roll call on the vote was as follows:

AYES: Commissioners Hendon, Hollinden, Jocks Stelzer, Jones-Foster, Schmitt, Strokosch and Wallace; Chair Kelly

NAYS: None

ABSENT: Commissioner Breymaier

The motion was approved.

New Business

Volunteer of the Year

The Volunteer of the Year award was discussed. It was suggested by Commissioner Strokosch that the recipient be recognized in the Fourth of July Parade. Nominees thus far were discussed.

Chair Kelly spoke about the process, noting that the CIC is tasked with this per the Village Code. He suggested that, as they have formalized their roles as liaisons to commissions, the CIC members may make nominations as well. Commissioner Strokosch also stated that they could ask others to make nominations. Commissions to be recognized were discussed. Chair Kelly suggested making the category broader; the Volunteer of the Year can be a chair, a member or a commission. Commissioner Strokosch recommended submitting an article to one of the local newspapers recognizing the recipient.

Chair Kelly noted that making the deadline shorter may increase urgency to submit nominations. An email would be sent to all commissioners and chairs with a May 24 deadline. Letters of

nomination will be reviewed by the CIC at their June meeting. Sashes for the Fourth of July Parade were discussed.

Chair Training/Orientation

There was nothing to report.

Commissioners' Input

Chair Kelly stated that he would put rewording of the liaison responsibilities on the June agenda. Rotation of CIC members at Board Meetings when appointments are made was discussed.

Adjournment

It was moved and seconded to adjourn. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

MaryAnn Schoenneman
Recording Secretary