

**Record of Meeting
Citizen Involvement Commission
Wednesday, March 6, 2013- 7:00 pm
Village Hall - Room 101**

Present: Commissioners Rob Breymaier, Kristen Hollinden, Jenny Jocks Stelzer, Charlene Jones-Foster, Jassen Strokosch, and Sally Wallace; Chair Jim Kelly; Village Clerk Teresa Powell

Also Present: Trustee Liaison Ray Johnson

Absent: Commissioner Ed Schmitt

Call to Order: Chair Kelly called the meeting to order at 7:14 p.m.

Trustee Liaison Ray Johnson thanked the CIC for their work and commended them for consistently recommending high-caliber volunteers to serve on boards and commissions.

Chair Kelly spoke about the role of the trustee liaisons regarding chair appointments.

Approval of Agenda

It was moved and seconded to approve the March 6, 2013 agenda as written. Motion approved.

Approval of Minutes

It was moved and seconded to approve the February 6, 2013 minutes as written. Motion approved.

Public Comment

There was no public comment.

Prospects Interviews

Dawn Hendon was interviewed by the commission.

Reports

a) Administrative Report

Village Clerk Powell reminded the commissioners to complete the Comprehensive Plan Survey.

She reported that Mike Charley from the Health Department has completed the new Access database for boards and commissions. This will enable staff to easily generate reports with consistent information throughout.

The Procedure Manual has been reviewed by the Village Attorney and she recommended streamlining several areas. She also suggested waiting until the new Board was in place before presenting it for approval. Chair Kelly discussed his meeting with Village Attorney Simone Boutet and Clerk Powell regarding the Procedure Manual.

Village Clerk Powell indicated that she had no new information regarding chair appointments for the LCRB and CRC. This may be deferred to the next Village President.

She reported that four candidates who were interviewed, Stephanie Rossi, Roya Bassirad, Joanna Rath and Meghan Paulas, have withdrawn their applications for various reasons. She spoke about Parliamentary Procedure relating to recommendation of candidates.

b) Marketing Subcommittee Report

Regarding the subcommittee, Village Clerk Powell stated that Ms. Boutet clarified that a discussion between two members does not constitute a public meeting and does not have to be formally announced. In addition, when all three members meet it should be at Village Hall, not in an establishment such as Red Hen Bread.

Old Business

Report on Pending Applicants

Village Clerk Powell announced that Linda Carlisle has chosen the Public Art Advisory Commission; Larissa Hisatomi, the Community Development Citizens Advisory Commission; and Tom Zapler, the Community Relations Commission.

Recommendation of Candidates

It was moved and seconded to recommend the following appointments:

Linda Carlisle - Public Art Advisory Commission
Larissa Hisatomi - Community Development Citizens Advisory Commission
Tom Zapler - Community Relations Commission

The roll call on the vote was as follows:

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

NAYS: None

ABSENT: Commissioner Schmitt

The motion was approved.

There was a discussion regarding the Board of Health and the two candidates on the waiting list for that commission.

It was moved and seconded to recommend that Kenneth Campbell be appointed to the Board of Health pending the first vacancy in June 2013.

The roll call on the vote was as follows:

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

NAYS: None

ABSENT: Commissioner Schmitt

The motion was approved.

New Business

a) New Candidates

Chair Kelly noted that Dawn Hendon was interested in the CIC, CDCAC and CRC and would follow up after attending meetings.

b) Volunteer of the Year

It was noted that only the "Volunteer of the Year" and "Commission of the Year" would be awarded. Commissioners Breymaier and Jocks Stelzer would review the forms and contact Chris Morris of the Historic Preservation Commission for more information.

Commissioners' Input

Village Clerk Powell thanked Commissioner Hollinden for recruiting a candidate for CISC. Commissioner Strokosch asked when the reassignment of trustee liaisons would occur. Village Clerk Powell stated that it would most likely be in June. There was a discussion regarding other potential candidates. Chair Kelly spoke about some ZBA duties being reassigned to the Plan Commission. He also noted that there will be a vacancy in the Environment and Energy Commission shortly.

Adjournment

It was moved and seconded to adjourn. Meeting adjourned at 8:28 p.m.

Respectfully submitted,

MaryAnn Schoenneman
Recording Secretary