

**Record of Meeting
Citizen Involvement Commission
Wednesday, June 5, 2013- 7:00 pm
Village Hall - Room 101**

Present: Commissioners Dawn Hendon, Kristen Hollinden, Charlene Jones-Foster (7:05), Ed Schmitt, Jassen Strokosch (7:05) and Sally Wallace; Chair Jim Kelly; Interim Deputy Village Clerk MaryAnn Schoenneman

Absent: Commissioners Rob Breymaier and Jenny Jocks Stelzer

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 June 5, 2013 agenda as written. Motion approved.

Approval of Minutes

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

Public Comment

There was no public comment.

Prospects Interviews

Roya Basirirad, Elaine Miller and Liz Holt were interviewed by the commission.

Reports

Administrative Report

Interim Deputy Village Clerk MaryAnn Schoenneman reported that Trustee Johnson commended the commission and Village Clerk Powell during the June 3 Board Meeting for the low number of vacancies on Boards and Commissions.

The proposed new recommendation procedure was discussed. Ms. Schoenneman commented that the Board would discuss this at their protocol meeting on June 8. She added that Trustee Johnson asked that the Procedure Manual be reviewed as well.

Marketing Subcommittee Report

Commissioner Hollinden stated that she has no update regarding when photographs will be taken.

Plans for the July 4th parade were discussed. Chair Kelly suggested rescheduling the July 3 CIC meeting.

Old Business

Pending Applicants

The applicants interviewed this evening were discussed.

It was moved and seconded to recommend the following appointments:

Roya Basirirad, Transportation Commission (pending response after attending meeting)
Elaine Miller, Public Art Advisory Commission (pending response after attending meeting)

A voice vote was taken and the motion was approved.

Regarding Liz Holt, the commission felt that, although willing to serve on the Public Art Advisory Commission, she preferred being put on a waiting list for the Historic Preservation Commission. Chair Kelly would follow up with her.

Previous applicants were discussed.

It was moved and seconded to recommend Greg Marsey for appointment to the Plan Commission.

The roll call on the vote was as follows:

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

NAYS: Commissioner Schmitt

ABSENT: Commissioners Breymaier and Jocks Stelzer

The motion was approved.

Commissioner Schmitt explained his vote, noting that Mr. Marsey was not interviewed by the commission as thoroughly as other applicants.

It was moved and seconded to amend the recommendation contingent upon Mr. Marsey going through the CIC process again.

The roll call on the vote was as follows:

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

NAYS: None

ABSENT: Commissioners Breymaier and Jocks Stelzer

The motion was approved.

Chair Training/Orientation Draft

Chair Kelly referred to the draft, noting that this would be a one on one process completed by CIC members. Commissioner Strokosch suggested adding rules on running a meeting for chairs. Chair Kelly asked Ms. Schoenneman to follow up with Community Relations Chair Tom Zapler regarding his materials on running effective meetings.

Commissioner Strokosch also suggested creating a 15 minute training video that new commissioners could watch online, noting that this could be more thorough and effective than one on one training. Ms. Schoenneman stated that she would have Village Clerk Powell look into this and report back. Chair Kelly requested a list of commissioners who didn't complete Open Meetings Act training.

New Business

Commission/Chair/Commission of the Year Selection

The nominees were discussed. A special acknowledgement would be given to Robert Schoen, who passed away while serving on the ZBA.

It was moved and seconded that the following nominees receive the 2012 awards: Christina Morris, Outstanding Chairperson; Ravi Grivois-Shah, Outstanding Commissioner and the Disability Access Commission, Outstanding Commission. A voice vote was taken and the motion was approved.

In addition to joining the CIC in the July 4th parade, Chair Kelly noted that the awards presentation would be during the July 15 meeting of the Board of Trustees.

Ms. Schoenneman stated that Clerk Powell would have to request a place holder on the agenda and would report back.

Refreshments for the reception was discussed.

Commissioners' Input

Rescheduling the July 3 meeting to July 10 was discussed. Ms. Schoenneman would check room availability.

The Building Codes Advisory Commission and Disability Access Commission were assigned to Commissioner Hendon as liaison.

Commissioner Schmitt spoke about the Liquor Control Review Board meeting he attended and commended the new chair, Victoria Scaman.

Adjournment

It was moved and seconded to adjourn. Meeting adjourned at 9:10 p.m.

Respectfully submitted,

MaryAnn Schoenneman
Recording Secretary