



**MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION (CIC)
Wednesday, May 4, 2022, 7:00p.m.
Remote Participation**

1. Call to Order

Chair Kolar called the meeting to order at 7:06 P.M.

2. Roll Call

Present: Commissioners Eid, Kill, Wesonga and Chair Kolar

Absent: Commissioner Lott

Also present: Village Clerk Christina M. Waters

Village Clerk Waters read into the record a statement that the Village President has determined that an in-person public hearing is not practical or prudent due to the COVID-19 outbreak during Governor Pritzker's current disaster proclamation. It is also not feasible to have a person present at the public hearing due to the safety concern related to the COVID-19 outbreak.

3. Approval of Agenda

It was moved by Commissioner Kill and seconded by Commissioner Wesonga to approve the agenda as amended, removing the Applicant Interview Item and the Close Session Item. A roll call was taken and the motion was approved. The roll call was as follows:

Ayes: Commissioners Eid, Kill, Lott, Wesonga and Chair Kolar

Nayes: None

Absent: Commissioner Lott

4. Approval of Past Meeting Minutes

Commissioner Lott joined the meeting at 7:08 P.M.

It was moved by Commissioner Wesonga and seconded by Commissioner Eid to approve the April 6, 2022 meeting minutes as amended, with the addition that Commissioner Wesonga will be assisting Commissioner Eid at the Farmer's Market table. A roll call was taken and the motion was approved. The roll call was as follows:

Ayes: Commissioners Eid, Kill, Lott, Wesonga and Chair Kolar

Nayes: None

Absent: None

5. Public Comment:

There was no public comment.

6. **New Business:** This Item was tabled.
7. **Motion to Enter into Executive Session:** This Item was tabled
8. **Return to Open Session:** This Item was tabled
9. **Old Business**

- Work Group Updates

- Recruitment Process/ Plan Work Group.

Commissioners Eid and Kill gave an update on their Recruitment Process/ Plan Work Group.

Commissioner Wesonga recommended having marketing materials available for recruitment efforts.

Commissioner Lott added area churches would benefit from the marketing materials.

Commissioner Eid suggested creating a QR code to facilitate recruitment efforts.

It was recommended that the Village Attorney and Communications Department should be involved in reviewing any updates to the commission profiles.

The commissioners discussed best practices for promoting on various social media outlets and social groups, personal networks, utilizing local organizations like the library, and encouraging nominating community members for commissions.

It was agreed that the volunteer application should be revised and would be discussed at a future meeting.

It was recommended there should be a more consistent interview process, including the CIC liaison taking the lead on the interview as well as identifying ways to make the interview process more inclusive.

It was recommended to develop an onboarding procedure for newly appointed commissioners, as well as establish an exit interview process to collect feedback from departing commissioners.

It was recommended to test this recruitment process with CIC recruitment efforts before rolling it out on a larger scale.

Commissioners Eid and Kill will draft a CIC profile, and Commissioner Eid will draft a one-pager for the Day in Our Village on June 5th.

Commissioner Kill suggested creating a large colorful board showcasing all the commissions for the Day in Our Village.

Clerk Waters will provide the table cloth and banner and some handout materials for the Farmer's Market CIC table.

- Commission Cohorts: Chair Kolar will provide a goal to work on to Commissioner Wesonga for the process map project.
- Volunteer Recognition: Chair Kolar and Clerk Waters met with the Park District and secured 75 tickets for a volunteer recognition night at the Oak Park Conservatory for August 26 at the Uncorked Event from 6-8pm.

Chair Kolar has reached out to Downtown Oak Park and the Chamber of Commerce to see if they have any items to donate for giveaways at the volunteer recognition event.

- Commissioner Wesonga was assigned to be the liaison to the Environment & Energy commission. Clerk Waters will connect them with the chair.
- Day in Our Village is June 5th. Commissioners are need to work the table from 11am – 5pm. Historic Preservation, CPOC, and Disability Access have already signed up. Commissioner Kill will look into buttons or nametags, Clerk Waters will look into ordering t-shirts.

6. **Adjourn**

It was moved by Commissioner Lott, seconded by Commissioner Wesonga, to adjourn the meeting. A roll call vote was taken at 8:20 PM. The roll call was as follows:

Ayes: Commissioners Eid, Kill, Lott, Wesonga and Chair Kolar

Nayes: None

Absent: None

NEXT MEETING: June 1, 2022 at 7:00PM

Respectfully Submitted,
Linda DeViller, Deputy Village Clerk