



MEETING MINUTES

ADMINISTRATION COMMITTEE OF THE VILLAGE BOARD

BROADCAST ONLY (VILLAGE HALL CLOSED DUE TO THE VILLAGE PRESIDENT’S DELCARATION OF LOCAL DISASTER AND PUBLIC HEALTH EMERGENCY ORDER) ON THURSDAY, SEPTEMBER 3, 2020 AT 6:30 P.M.

Members Present: Trustee Kathy Dodd, Chair
Trustee Peter Barrow
Trustee Daniel Sullivan

Staff Present: Michael Braiman, Village Manager
Jeffrey Stein, Corporation Counsel
Alexander Arteaga, Management Analyst

I. CALL TO ORDER

Chair Kathy Dodd called the meeting to order at 6:31 p.m. Committee members Daniel Sullivan and Peter Barrow were present.

Trustee Dodd explained the remote meeting procedures and options to participate.

II. APPROVAL OF MINUTES; ADMINISTRATION COMMITTEE MEETING JULY 30, 2020.

Trustee Dodd directed the Committee’s attention to the draft minutes of the Administration Committee meeting of July 30, 2020.

Trustee Barrow moved that the Committee approve the minutes as presented. The motion was seconded by Trustee Sullivan. No further discussion occurred on the motion. Voting yes: Trustees Dodd, Barrow and Sullivan. Voting no: none. **The motion carried.**

III. DISCUSSION OF BOARDS & COMMISSIONS

Trustee Dodd gave an overview of the scope of the meeting and gave a status on where the Committee is at on the Housing and Human Relations Commissions. She thanked everyone for their input, which she said has moved the Committee forward in the process. She said the purpose and functions of the Housing Commission have been finalized, and the goals of the Human Relations Commission have been reviewed. She said the number of members for each commission, term limits and qualifications for each Commission have also been updated. She went on to say that she expected the functions and purpose of the Human Relations Commission to be finalized at today's meeting. She said at this stage, the Administration Committee will be preparing a recommendation to the Village Board outlining the goals of the Housing and Human Relations Commissions and hoped the Board would move forward quickly to support those recommendations.

Human Relations Commission Mission & Purpose

Village Manager Michael Braiman displayed a slide which showed the Human Relations Commission's mission statement proposed by Trustee Dodd.

Trustee Sullivan said he thinks the statement is well-written and encompasses everything the Committee has talked about; however, he said it's important to note this Commission does work in conjunction and is accountable to both Village Board and staff. He said he wants to be sure the language is clear in what the Commission's role is. Mr. Braiman said staff would work on getting that incorporated. He said that Trustee Dodd's earlier suggestion that commissions like the Human Relations Commission and others will prepare an annual report for the Board would be implemented. He said this way these commissions will provide their goals for the year to the Village Board to ensure there is Board support for the agenda items coming from those commissions moving forward. He said staff will work on this as part of the final report to the Board at the next meeting.

Trustee Barrow said he feels Trustee Sullivan's point would fit very well into one of the bulleted functions of the Commission.

Mr. Braiman then showed a slide with the Human Relations Commission's itemized purpose. He said they would be removing the purpose of supporting the arts, which was a carryover from the old 2010 consolidation of boards and commissions, as it's no longer relevant to the direction the Commission is taking moving forward. He then said in comparing the original list with the Department of Justice's suggested guidelines, they were very similar, leaving staff with the feeling they were headed in the right direction with the existing purpose. He said they would be adding a new

bullet point to the list of developing ways of anticipating, preparing for and relieving community tensions arising from intergroup conflict. He said this was in line with the Department of Justice's guidelines on forming an effective Human Relations Commission. He said this will help broaden the Human Relations Commission's role to resolve conflict and allow them to more quickly respond to community tensions. He went on to say that this would bring the Commission's purpose more closely in line with the Department of Justice's suggestions and lay a good foundation for the Commission to begin their work.

Trustee Dodd said regarding Trustee Sullivan's comment, she suggested adding the verbiage about reporting back to the Village Board on an annual basis. Mr. Braiman said he would review the verbiage and roll it into the final recommendations to the Village Board.

Trustee Sullivan requested to add some verbiage that says the Commission will provide a report to the Village Board about developing ways of anticipating, preparing for and relieving community tensions arising from intergroup conflict.

Trustee Dodd said Trustee Sullivan brought up a good point and said that when presenting to the Village Board the final recommendations, there should be some plan in writing that demonstrates how these commissions will come before the Board to present their goals and accomplishments for each year. She said she thinks this will help the Board understand each commission's focus and allow for the Board to provide direction, if necessary. She said this can apply to other commissions as well besides the Housing and Human Relations Commissions.

Trustee Sullivan said when he was reading and preparing for this meeting, he said he was thinking the EEC does a terrific job of researching and bringing ideas to the Board that they want to explore and they work with other groups to make their recommendations. He said that is how he sees these two commissions operating as well.

Mr. Braiman said that was helpful feedback, and the adjustments would be made as staff moves forward.

Mr. Braiman moved on to discuss the membership of the Human Relations Commission. He said at the last meeting, the preferred background and expertise requirements were discussed. He said the current code calls for experienced persons in the public health/medical profession; creation/promotion of the arts; promotion of diversity and cultural understanding; fostering youth-oriented services; persons with a disability or an immediate family member of a person with a disability. He said based on discussions, the following was recommended: The HRC shall consist of a

diverse mix of residents in regards to race, ethnicity, religion, gender, sexual orientation, age, income levels; as well as persons with a disability; those with training or experience in promotion of diversity and cultural understanding; fostering youth oriented services and veterans affairs. He said this is more in line with the Department of Justice's guidelines and what the Human Relations Commission will be doing going forward. He said this would be a code change at the Village Board level.

Trustee Barrow said he is grappling with the phrase "those with training or experience," and asked if the Board is implying that the training and experience is a requirement or simply a desired background for people serving on this commission. He said he is concerned the language is narrowing. Mr. Braiman said it's not a requirement and that the idea was if we have individuals with these types of experience and backgrounds, that would be helpful to the Human Relations Commission's work. He said it would be a good thing to have but certainly not necessary. Trustee Barrow agreed and said it's all the better if in fact you have one or more of these backgrounds or experiences. Trustee Barrow suggested adding the word "including" before "those."

Trustee Sullivan said he is wrestling with the word "shall," saying it may be too definitive versus giving enough flexibility. He said maybe adding that "it's a goal to consist" or "preferred to consist" would be more in line with what we are trying to accomplish. He said he wants to make sure it's not too boxed-in or too restrictive. Mr. Braiman said staff will review the language and make the change to address this point.

Trustee Dodd said those changes sounded good and said she thinks it might be helpful to have that as a goal for all our commissions to ensure a diverse mix of residents as members. She said it would be good to have on the Talent Bank Questionnaire and website pages a broad statement saying it is the goal for all our board and commissions to have a diverse mix of residents. Trustee Barrow concurred. Trustee Dodd said this is specific to the Human Relations Commission in the Village Code, but it can also be a broad goal going forward for all boards and commissions.

Trustee Sullivan concurred saying that the Human Relations Commission could allow a broader experience level than the other commissions, which are more technical. Trustee Dodd concurred.

Mr. Braiman said he feels good progress has been made on the Housing and Human Relations Commission, and he will take this direction from the Committee and wrap it into a final report for the Village Board.

Appointment & Selection Process for Members

Corporation Counsel Jeffrey Stein gave a presentation on the appointment powers and legal considerations of appointing members to boards and commissions. He discussed the base law for the different forms of government as provided for in the Illinois State Statutes. He said in general most of the appointment powers rest with the Village President and are affirmed by the Village Board. Mr. Stein said the Village operates under the Managerial Form of Government, (Article 5 of the Illinois State Statute) which can only be changed by referendum. He said essentially, this means Mr. Braiman is the administrative head of the government and has certain appointment powers such as the appointing of employees essential to the operation of government. He said there is specific language in the Illinois State Statutes as to who makes other appointments. He says the statute says that the Mayor/President makes appointments to a commission, board or other agency. That is the default function here as well. He said the role of the Board of Trustees is purely legislative unless given powers somewhere else in the state statute. He said the role of the Trustees is to advice and consent. He said the executive power (Mayor or, in some cases, Village Manager) has the power to appoint.

He went on to explain the Commission Form of Government (Article 4) is where the Village Board has administrative, legislative and executive powers. He said they can make appointments for employment or to other boards and commissions. He said we are not an Article 4, and it's important to recognize that.

He said under Article 5 (Managerial Form of Government), the Village President will make appointments with the advice and consent of the Board of Trustees. He said of the 15 boards and commissions within the Village of Wilmette, 9 of these are provided for specifically in state statutes. The first 6; ZBA, Plan Commission, Fire Pension, Police Pension, Board of Fire & Police Commissioners and the Electrical Commission are all provided for in the state statutes and all have the language that states the Village President shall make the appointment. He said most of them also contain the language that the Village Board of Trustees or City Council has the role to advice and consent, resulting in the approval or rejection of an appointee.

Mr. Stein then discussed the other three boards. He said the Emergency Telephone System Board is appointed by the entire Board of Trustees, like how Mr. Braiman's appointment was made. He said the Board of Foreign Fire Insurance statutorily requires the Fire Chief to be a member and that 6 members of the Fire Department be elected among their own membership to serve. He said there are local electoral boards that come around possibly every 2 years, and the statute appoints specific officers to that.

Mr. Stein said the language is clear in the statute and law that those nine boards have very clear powers and appointment processes. He said this leads us to six other commissions, which the Village has created for its own purposes. He said these are not in the state statutes. He listed these commissions as Housing, Human Relations, Transportation, Environmental & Energy, Building Code Board of Appeals and the Historic Preservation Commission. He said these are silent in the statutes which means they are silent as to who makes the appointments; however, going back to the language in the state statutes regarding the definition of the separation of powers, the executive still has the appointment powers and the legislature is there to advise and consent. He said there is a court opinion as well as an expanded opinion from the Attorney General regarding cases where a municipality wanted the power to go to someone other than the Mayor/President. The court said if the appointment power was changed, you are essentially changing the role of the executive and the role of the legislative body, effectively changing the form of government. He said that the Village of Wilmette could change their form of government, but it would need to be done by referendum not via Board action. He said the constitution of the state provides for this. When municipalities have challenged this in court, the courts have responded that this is a change in the form of government. They ruled even home rule municipalities cannot go through the ordinance process to shift executive powers to the legislature; the only way to change a form of government is via referendum, as stated in the Illinois Constitution. He said by looking at these cases, he concluded that the Village President is the appointing power in most cases, and the legislative role is to reject or approve. The only way to change the process is via referendum.

Mr. Stein discussed the legislative powers of the Board of Trustees. He displayed a slide listing all the powers. He said the legislative body can create/abolish a board or commission; increase/decrease the membership; set qualifications; assign duties; create an appointment process/procedure for appointments; provide a budget; set meeting schedules and requirements; and allow members of certain boards to continue to serve past their expired term until a replacement is appointed. Mr. Stein then said the only power the Board of Trustees lacks in the appointment process is the actual submission of the name of a respective candidate to a board or commission.

Mr. Braiman discussed the appointment and selection process in the Village. He showed a slide demonstrating Wilmette's process, which includes the submission of a Talent Bank Questionnaire (TBQ) that is then shared with the entire Village Board. He said TBQs are held on file, and when commission openings occur, the Village President reviews the available TBQs. He said the President will look at skills and experience in order to find the best fit and consults with Village Staff to identify the needs

of the board or commission. He said the President usually meets with a respective candidate in person as well. He said the Village President and staff regularly review upcoming term expirations in order to keep the boards and commissions consistently staffed. He said once a candidate is identified, the President will place the candidate's name on a Village Board agenda as a "Recommendation of Appointment," and the candidate's TBQ or resume is included in the agenda materials. The candidate usually attends the meeting and presents their qualifications.

Mr. Braiman then discussed the process neighboring communities utilize for their appointment and selection process. He said Northbrook, Highland Park, Winnetka, Glenview, Kenilworth, Northfield, Bannockburn and Lincolnwood follow the same process as Wilmette. He said Glencoe has the same process except a commission chair and staff liaison interview the candidate. In Lincolnshire, it's the same process except a commission chair provides feedback on the candidate. Lake Forest has a caucus committee that reviews the applications and makes recommendations to the Mayor. Deerfield has a Volunteer Engagement Commission that reviews candidates in public meetings and makes the recommendations to the Mayor. Park Ridge has a Mayor's Advisory Board that interviews candidates in public meetings and makes the recommendations to the Mayor. He said all these processes lead to a recommendation to the Mayor who is ultimately responsible for submitting the candidate for appointment.

Trustee Barrow asked in Deerfield, how the Volunteer Engagement Commission is formed. Mr. Braiman said the members are appointed by the Mayor.

Trustee Sullivan asked on the communities who make recommendations to the Mayor for appointment if the Mayor accepted 100% of those recommendations. Mr. Braiman said based on his discussion with staff in Deerfield, they have had the Engagement Commission for approximately 35 years, and there is a long history of the Mayor respecting the process and nominating the recommended candidate. Trustee Sullivan asked of the 127 recommendations President Bielinski has made, did any of those get rejected. Mr. Braiman said in his 10 years in Wilmette, he cannot recall any time a recommended candidate was rejected. He said in the other communities he spoke with, there were a few instances where a candidate was discussed in Executive Session if there were concerns. However, he said, generally, these candidates were accepted.

Trustee Sullivan then asked how staff intends to present material to the Board to ensure cronyism is not occurring in the selection process. He said he wanted to be sure this was addressed to avoid this perception going forward. He went on to say that he feels the committee has done a very thorough job in their review. He said that he wants to be sure the concern

that the commissions were full of friends of the current or past presidents is addressed.

Trustee Barrow and Trustee Dodd said President Bielinski's memo speaks to that issue. Trustee Dodd said she feels the Committee needs to review feedback on how the Board can improve transparency on the TBQs, commission openings and the status of filling vacancies. She said this meeting is more about fact finding. She said the Committee would need to work together at the next meeting to improve how the message is conveyed to the community that the process for appointment is fair and equitable.

Trustee Dodd asked what ideas anyone had for addressing the concern.

Trustee Sullivan said he would be interested in seeing past presidents' process for appointing commission members. He said all these candidates get presented at the Board level and feels to date the process has been fair.

Trustee Dodd said in previous agenda materials, there was a list of current commission members and who they were appointed/reappointed by. Trustee Sullivan said the list can seem skewed if a President served two terms in light of turnover due to term limits. He said there have only been two Presidents in the last 16 years. Trustee Dodd concurred.

Mr. Braiman then discussed the next steps the Committee would be taking, saying the next meeting would be September 17. He said that agenda would include continued discussion on the appointment process. He encouraged residents to email their feedback prior to the next meeting to aid the Committee in forming their recommendations to the Village Board. He said additional meetings would be scheduled if necessary.

Trustee Dodd said she thinks it would be helpful if anyone attending the meeting has public comment, to speak up before the end of the meeting. Mr. Braiman said if Committee members had nothing further, he would suggest opening the floor to public comment.

Trustee Dodd said the written comments received prior to the meeting would be read first and then participating audience members would be heard from.

Management Analyst Alex Arteaga read the public comments received prior to the meeting:

Peter Sung Ohr said he has attended the Administration Committee meetings over the last few weeks and appreciates the Committee's work and willingness to accommodate its audience by holding the last few meetings in the evening. He said he recommends the Housing

Commission's purpose list be a suggested list instead of mandated. He said while the list can highlight areas of importance, he feels the commission members are in the best position to determine the priorities. He said on the topic of the Human Relations Commission, he fully supports the proposed list of functions, but emphasized the need for the commission to coordinate with other commissions to ensure the functions of the Human Relations Commission are truly achieved. He said based on comments and conversations with other residents, the appointment process is broken. He said when the Village solicits responses for the commission openings, many people submit their TBQ but do not receive any feedback other than a form letter with no follow-up. He said many of these commissions remain un- or under-staffed. He said without a referendum, the Village President has the sole appointment authority, and while he doesn't advocate changing the law, he said the process could be modified within the current legal structure to allow for public input and transparency. He requested the Administration Committee require staff to provide reports about the Talent Pool and the status of each application. He suggested the Village President invite the Board of Trustees to assist in interviewing potential candidates. He said the Village could maintain a nomination committee to relieve the burden on the Village President to solely interview and appoint commissioners. He said this committee could also make public the recommendation while the sole authority of making the actual appointment would continue to rest with the Village President. This process would provide Wilmette residents the opportunity for input through the Administration Committee's public meeting when the staff reports on the status of the Talent Pool and the appointment process will have more transparency when the nominating committee provides its recommendation at the public forum of a Village Board meeting. He went on to say that absent these changes, the widely held perception of the selection process being perfunctory will continue and sadly the authority and credibility of these commissions will be weakened. He said given these difficult times when all levels of government are viewed with suspicion, it is of utmost importance for Wilmette to take a strong active step to help dispel these perceptions.

Van Gilmer said he has been following the discussions and actions for the re-establishment of the Housing and Human Relations Commissions. He said he believes both commissions will play an important role in making Wilmette more inclusive to African Americans and other people of color. He said Wilmette is overwhelmingly white and economically advantaged, which should have raised flags long ago. He said it's not only the Village of Wilmette, it's the entire North Shore. He said he feels it would be totally insensitive for Wilmette to not take important and drastic steps to begin the process of providing an alternative to all-white, exclusive neighborhoods. He said that while affordable housing is a part of the overall solution to providing racial inclusion, it can be misunderstood without sensitive development. He said this must be considered by both new commissions.

He said that while Wilmette already has affordable housing, it is vastly occupied by white residents, so this makes this a deep problem to “intellectually” resolve. He said he chose to live in Wilmette for the last 13 years with no other persons of color. He said several houses have been bought and sold on his block, all by white people, which has been the pattern for years. He said it’s a pattern he fears will take years to overcome. He said in the past he has been silent about his concerns, but given the change in our nation and communities with the re-awakening of racism, now is the time to seize the opportunity to galvanize the hearts and minds of all residents if we truly believe we live in the “land of the free and home of the brave.”

Thomas Canafax wrote to say it is unfortunate that during this time of social unrest, the Village of Wilmette is without its Human Relations Commission. He urged the Administration Committee and Board of Trustees to restore this important commission, which is a testament to Wilmette’s desire for a diverse community, one which will welcome people of all income levels, races, religions and cultures. He said as a working body, the Commission’s touchstone was equity, a desire to ensure all residents were treated with fairness and equality.

Sherry Medwin emailed to express her hope that community involvement will extend to the appointment of members to the Human Relations Commission and Housing Commission. She said these commissions should be staffed by those wishing to serve the needs of the entire community, not the Village President. She said these Commissions should work to diversify housing options and uplift all who live and work here. She said she would hope all are horrified by the hate crime committed in Winnetka at Tower Road Beach a few weeks ago whereby a Winnetka resident assumed a group of African Americans on a public pier were wishing to harm her and told them to go back to where they came from. Ms. Medwin said this is a cautionary tale for the entire North Shore. She said if Wilmette truly wants to become an inclusive community, it’s imperative to staff these commissions with representatives from all sectors of our demographics who have a progressive vision to create a welcoming culture to all law-abiding citizens. She thanked the Administration Committee for their dedication to the ideal of improving the suburban culture and for encouraging community participation in the process.

Lorelei McClure thanked the Administration Committee for their commitment to recommend the reactivation of the Human Relations Commission. She said this recommendation will allow for the Commission to be one that welcomes diversity on all levels, understands the value of diversity, nurtures the welfare of every single soul and assists in building true friendships among all groups and organizations in the community. She said she has read the “Guidelines for Effective Human Relations Commissions,” as well

as reviewed the Committee's deliberations and public comments. She said the Committee has a wealth of good material to write guidelines for Wilmette's Human Relations Commission. She said she particularly appreciates the proposal of having a youth commission member as part of a very diversified group, which she feels is vital and foundational. She said she hopes the policy and guidelines that will be set forth will be viewed as living documents to be adjusted and modified in the natural progression toward the realization of the goal to sustain and ever advance the notion of community in Wilmette.

There were two comments via YouTube Live that were submitted during the meeting. Management Analyst Alex Arteaga read them aloud:

Leslie Weyhrich said these commissions have greatly languished in the past and appointments have not been made. How will that be improved going forward?

Alan Hatchett said actively seeking applicants that have cultural and socio-economic backgrounds which are not the majority would be helpful.

Trustee Dodd called for public comment from listeners/participants in the remote meeting.

Laurie Elkin said she echoes the sentiment that the membership of the commission be diverse. To that end, she said she worries a bit that replacing the word "shall" with language such as "it's our goal" or "should" could result in a commission membership that is less diverse. One idea would be use "we will use our best efforts to ensure that it's diverse and has different constituencies represented." She said she urges some careful thought around how to make it most likely the membership will be diverse through the language used.

Van Gilmer said he wonders what relationship the Housing and Human Relations Commissions will have with each other. He said on the North Shore when diversification is discussed, affordable housing is one of the things brought up. He said people will want to know where to reach out; is it Housing Commission or the Human Relations Commission? What kind of relationship will this be? He asked if some type of housing is available, who will advertise that and who will welcome people? He said he assumes Wilmette is looking for diverse membership. He told a story of his participation in a march where he met an African American woman who also lives in Wilmette. He said they were mad that they have lived in Wilmette for 10-13 years and have never met. He said a Human Relations Commission could create more of a community feel and the Housing Commission could attract a more diverse population.

Cindy Fey experienced technical difficulties while trying to make comments. Mr. Braiman said staff would reach out via email to receive her comment and get it relayed to the Committee members. He said this would also be added to the minutes. He also said they would work with her on the technical issue so that if she wished to comment live at the next meeting, she will be able to do so.

Trustee Dodd said there was some feedback regarding President Bielinski's selection process. She said somewhere in the memo he wrote, there was information on whether he knew some of his selections prior to their appointments. She asked Mr. Braiman to bring up a table from President Bielinski's memorandum that addressed this point.

Trustee Sullivan said he brought this point up earlier in the meeting, as this was an open comment at a public meeting. Since that statement, he has spoken with several commission members who were offended by the statement. He said several said they felt like it was implied they only got their selection because of their relationship with President Bielinski, who many said they didn't know until he reached out to them. He said this is in fairness to all the volunteers who filled out a TBQ and went through the process as laid out by President Bielinski. He doesn't want these people to feel slighted.

Mr. Braiman pulled up the portion of President Bielinski's memo where he illustrated his appointments and previous relationships. He said per the memo submitted by the Village President, during President Bielinski's tenure as President (2013 to present), he has made a total of 127 appointments over that time period. When the reappointments and state statute mandated appointees were removed, there are 47 new appointments that he has made. He said of that 47, 36 (77%) were TBQ submissions from people he had not known previously, and 2 that were a direct outreach to him personally by individuals known to him, which equates to 81% of the total number of new appointees. Mr. Braiman said of the remaining 9, 6 were from introductions to him by someone else and 3 were a direct outreach by President Bielinski, usually individuals he has identified for a specific land use position in terms of expertise, such as architecture.

Trustee Dodd said she appreciates Trustee Sullivan's perspective in that we need to be sensitive because we have many talented volunteers on our commissions who volunteer their time. She said she wants to be sure these members know they were not selected based on a prior relationship with President Bielinski.

Trustee Dodd said based on comments received, she would like staff to review the questions about the Talent Bank Questionnaire to evaluate the

process and outreach protocols. She said she would also like to have staff think about providing a regular report to the Board on upcoming vacancies and what kind of skill sets and backgrounds would be required. She said this would be an opportunity for the community to see and for the Board to review the current state of commissions. She said having a regular report would feature the issue more predominantly where the Board can address it. She said it could be addressed like one of the more regular consent agenda items similar to the financial reports. She then asked if there were other suggestions for staff to move everything forward.

Trustee Barrow said both of Trustee Dodd's suggestions were on point and that there is much that can be done to improve the process of transparency for the Talent Bank Questionnaires. He said more understanding on the Board and public's part can only be a good thing. He said this could go a long way to dispel the perception that you must know someone to get appointed. He went on to say that was not his experience when he was appointed to serve on two boards, as the President who appointed him never met him prior to his appointment.

Trustee Sullivan said he appreciated Trustee Barrow's comments and said that he had never met the President that appointed him either until he was interviewed. He suggested a report format of creating a dashboard showing all the commissions, their vacancies and a forecast of what might be open in each period. He said he wasn't sure what kind of format would be involved but trusted that Assistant Village Manager Erik Hallgren could create a solid forecasting model.

Mr. Braiman said this is all helpful feedback. He clarified for the public that it is absolutely the Village's intent, once the changes are made to the Housing and Human Relations Commissions, to fill those vacancies as quickly as possible to get them working for the community.

Trustee Dodd reminded everyone these are volunteers in the community and most have full-time jobs or families. She said the Village is not looking to institute a rigorous interview process. She said we need volunteers to step up and provide their time. She also said she was appreciative to all residents on the call providing feedback.

There was no further comment or discussion on this topic.

IV. NEW BUSINESS

There was no new business.

V. PUBLIC COMMENT

There was no public comment.

VI. ADJOURNMENT

At 9:00 p.m., Trustee Sullivan moved to adjourn the meeting. The motion was seconded by Trustee Barrow. No further discussion occurred on the motion. Voting yes: Trustees Sullivan, Barrow and Chair Trustee Dodd. Voting no: none. **The Motion carried.** The meeting was thereafter adjourned.

Respectfully Submitted,

Karen Norwood
Deputy Village Clerk