

Volunteer Engagement Commission

Meeting Minutes

May 25, 2021

A meeting of the Village Center Commission was held on Wednesday, May 25, 2021, at 6:30 p.m. via Zoom. Chairperson Susie Kessler called the meeting to order at 6:30 p.m.

Present electronically were:

Susie Kessler, Chairperson
Lori Beck
Johnathan Kohl
Kevin Whitney

Also Present:

Andrew Lichterman, Assistant Village Manager (present at Village Hall)

Public Comment

There were no Public Comments on non-agenda items via email, in person at Village Hall or on Zoom.

Document Approval

Ms. Beck moved to approve the minutes from the January 26, 2021. Mr. Kohl seconded the motion. The motion passed by the following vote:

AYES: Beck, Kohl, Whitney, Kessler (4)

NAYS: None (0)

1. Update on Boards and Commissions

Mr. Lichterman noted staff is working on dissolving the Electrical Commission as they have not met in more than a decade. He noted many municipalities are now just taking credentials and registering electricians. This matter will appear before the Village Board in July.

Mr. Lichterman indicated the Plan Commission has one vacancy because Mayor Shapiro backfilled his former Trustee seat to long-time Plan Commission member Elaine Jacoby. Mayor Shapiro is looking for an experienced and diverse applicant. Ch. Kessler noted there have been applicants in the past that have been interested in volunteering on the Plan Commission. She is unsure of their backgrounds. Mr. Lichterman has also asked the staff liaisons about potential members.

Mr. Lichterman provided an update on what is happening in the Village.

2. Volunteer Applicant Meeting – Phil Carlitz

Ch. Kessler explained the Commission interviews applicants for commissions and makes recommendations to the Board of Trustees. Mr. Carlitz has lived in Deerfield for six (6) months. He is a real estate broker and is getting his MBA in finance and accounting. Mr. Carlitz would like to volunteer in the community and is interested in planning and zoning, based on his background, but is open to other opportunities.

Mr. Carlitz recently attended the last Plan Commission meeting on the proposed apartment complex at 933 Deerfield Road. He likes living in Deerfield.

Ch. Kessler discussed the current commission openings and noted they frequently change. She noted there are currently openings on the Volunteer Engagement Commission, Family Days Commission, Community Relations Commission and the Fine Arts Commission. The Board of Police Commissioners has an opening for an ex-officio member as well. Ch. Kessler noted the Plan Commission will have a vacancy as well. Mr. Carlitz is interested in the Board of Zoning Appeals, Plan Commission or the Volunteer Engagement Commission.

Mr. Lichterman explained after this meeting, staff will write up a report and make a statement on your interest and experience. The mayor will look at all the applicants and make a decision on the best fit. Once a decision is made, Mr. Lichterman would reach out to you and let you know you have been appointed to a commission. There is a requirement to take an online course on the Open Meetings Act.

Ch. Kessler suggested recommending Mr. Carlitz for the Volunteer Engagement Commission. Mr. Kohl and Ms. Berk believe he would be a good fit. Mr. Whitney believes the applicant is very qualified, but would not be in favor of recommending anyone to the Plan Commission that has only been in the Village for six months.

3. Discussion on changes to the volunteer meeting structure, volunteer application and advertising open positions

Ch. Kessler noted the Commission discussed the possibility of making changes to the application. She suggested adding volunteer activities to the application or include it within the community activity section.

Ch. Kessler suggested allowing the applicant to list the commissions of interest to them, but not rank the commissions. Many times, applicants do not know what a commission does. Mr. Kohl does not have a challenge with the application, but does not believe the ranking provides value most of the time. Mr. Whitney believes it should be included on the next agenda.

The commissioners discussed how to promote or advertise open positions. Mr. Lichterman noted the Village has included commission openings in D-Tails in the past.

They got a lot of interest, but there were not a lot of openings. He noted the commission may not want to advertise all open positions at once, as they will get a large response. Mr. Lichterman noted D-Tails goes out every other month. The Village could advertise specific openings on social media and via email. Ch. Kessler believes the Commission chairs should be involved with determining the type of things their Commission is seeking. Mr. Lichterman would not want people to lose interest if they were not selected for a commission.

Ch. Kessler asked if there would be an opportunity to have task forces or sub-committees. Mr. Lichterman explained it would be similar to Family Days, where there would be committee of helpers that would not have voting rights. The committee members would help with the tasks. He believes it would be specific per commission. Ch. Kessler suggested discussing this more at the next meeting.

4. Public Comment

Mr. Lichterman noted there was no Public Comment.

5. Discussion:

The commissioners decided to continue meeting at 6:30 pm.

6. Adjournment

There being no further business or discussion, Mr. Whitney moved to adjourn the meeting. Mr. Kohl seconded the motion. The motion passed by the following vote:

AYES: Beck, Kohl, Whitney, Kessler (4)

NAYS: None (0)

The meeting was adjourned at 7:42 pm.

Respectfully submitted,

Jeri Cotton