

MEETING MINUTES
VOLUNTEER ENGAGEMENT COMMISSION
August 31, 2021

A meeting of the Volunteer Engagement Commission was held virtually on Tuesday, August 31 at 6:30 p.m. Village Staff were available at Deerfield Village Hall, 850 Waukegan Road, in the main lobby, for public comment. The meeting was called to order at 6:31 p.m.

In attendance were:

Present:

Susie Kessler, Chairman

Lori Berk

Phil Carlitz

Kevin Whitney

Also present:

Desiree van Thorre, Administrative Services Coordinator

Absent:

Jonathon Kohl

Public Comment

There was no public comment.

Document Approval

Ms. Berk moved to approve the minutes from the May 25, 2021. Ms. Kessler seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Upcoming Changes to Boards & Commissions

Ms. van Thorre noted the Electrical Commission has been dissolved and there is discussion of dissolving the Village Center Commission. She also noted Mark Horne has been transferred to the Board of Zoning Appeals.

Ms. van Thorre reviewed the current openings including Community Relations, Cable & Telecommunications, Cemetery, Family Days, Fine Arts, Plan and an ex-officio position on the Board of Police Commissioners.

Volunteer Interview Meetings

Led by Commissioner Kessler, the group met with three prospective volunteers.

John Kenward, Mason Posilkin and Lisa Crist

Recommendations

After discussion, the VEC plans to recommend the following appointments to the Mayor:

Lisa Crist – Plan Commission

Mason Posilkin – Ex-Officio, Board of Police Commissioners
John Kenward – Cemetery Commission

Discussion Items

Commissioner Kessler led a discussion on items including advertising open positions, considering sub-committees, and performing background checks on volunteers.

Ms. van Thorre noted she polled a few neighboring municipalities to determine how common background checks on volunteers were. Of five, one performed background checks on all volunteers, one performed background checks only on those volunteering on a Youth Commission and the other three did not perform any background checks. Commissioner Kessler inquired if legal counsel can be consulted. Ms. van Thorre said she would follow up on that.

Commissioner Kessler led a discussion on advertising positions. She discussed the possibility of highlighting a commission in D-Tails with a Q&A from a chairperson. In addition, the use of facebook and twitter should be utilized. All agreed Family Days would benefit from immediate advertising. Ms. van Thorre stated she will follow up with the Village's Communications Coordinator to obtain his expert opinion. Posting to Facebook can be implemented immediately.

All agreed the development of any sub-committees should be postponed until there are fewer vacancies on the Village's commissions.

Lastly, Ms. van Thorre mentioned prior to her maternity leave there was discussion about updating the volunteer application. She will re-organize that information and distribute prior to the next meeting.

Public Comment

There was no public comment.

Adjournment

Commissioner Berk made a motion to adjourn. The motion was seconded by Commissioner Kessler. The meeting was adjourned at 8:13 p.m.

Respectfully submitted,
Desiree van Thorre
Administrative Services Coordinator