

Village President Dave Torgerson called the meeting to order at 5 PM.

Members Present: Village: Laraway, Peavey, & Torgerson
LIPOA: Burmeister, Dauffenbach, & Keelean

Committee Structure:

The members discussed the structure of the Committee. It was discussed that when the At-Large members are added, the Committee and support staff will total 11 people. Due to the size of the group and the space needed, it was agreed to meet at the Village Hall.

There was a discussion regarding chairing the Committee. It was suggested to follow the Liaison Committee format, which would have a LIPOA Representative chair the meeting since the meeting is being held at the Village Hall. After a brief discussion, it was agreed that Norm Burmeister would be the Committee Chair and Dave Torgerson would be the Committee Vice-Chair.

Wolff was designated with recording meeting minutes. There was a discussion about communication. Wolff shared that he sends a CC of all emails to the Village Council members not on the Committee and would be happy to do the same for the LIPOA Board members if they wanted to share those email addresses. The Committee also expressed its desire for the alternate members to attend meetings to ensure that they are continually in the loop on the project.

The Committee discussed the best meeting time based on their schedules. Wednesday afternoons and early evenings were identified as the best time option for the members. The preferred meeting start time was agreed to be between 3:30 PM and 4 PM. Torgerson stated that one factor that will need to be factored in for the At-Large members is their availability for meetings.

There was a discussion regarding meeting notices and streaming. The Committee agreed that once the At-Large members are seated, to begin streaming meetings and posting notices of meetings on Facebook. There was a discussion about how to incorporate questions from community members that view the meetings virtually.

The Committee agreed that for questions submitted through the meeting Q&A feature or via email, the Committee would work to address those at the start of the next meeting and also post them online on the Village's website and Facebook page.

The Committee discussed using Nextdoor for engagement. It was agreed that Facebook is preferred as the official platform where engagement efforts are made. The Committee members discussed that they are free to engage as they wish as individuals, but the official communication would be done through Facebook. There was a discussion about the

changes being made to the Village's website that are scheduled to be ready by the end of March. This will allow interested parties to subscribe to updates as pages are updated.

Discussion of Committee Goals & Tasks:

The Committee reviewed a draft Gantt Chart outlining the action items needed between now and the August 8th election. Wolff asked for the Committee members to review the plan and have suggestions for changes at the first meeting once the At-Large members are seated.

Dauffenbach left the meeting at 5:30 and shared his list short list of individuals for the At-Large seats.

Section of At-Large Committee Members:

The Committee reviewed the numerous applications submitted. The Committee discussed how to best narrow down the list. After discussing the various candidates, it was agreed to invite several to be interviewed by the Committee. The Committee agreed to invite the following individuals to a meeting on Wednesday, February 15th to discuss their interests in greater detail:

- Christine Little
- Jason Benzinger
- Marlin Howe
- Michael Dunn
- Patrick Woodhull
- Pete Dambrosio
- Todd Buchanan
- Tracy Nelson

The Committee discussed and agreed to begin the meeting at 3:30 PM and have 20-minute blocks for each candidate beginning at 3:40 PM with a goal of being done by 6 PM.

Torgerson stated that when considering who to select, it is important to ensure diversity on the Committee.

Wolff was asked to contact the interested candidates and set the schedule for interviews.

The Committee then discussed ways to keep individuals involved in the process that were not selected for the initial group of At-Large seats. The Committee discussed the ongoing need for this Committee if the Millage is passed, anticipating needing the continue its work for several years. It was suggested that individuals not selected be included in all meeting notices and frequent emails which solicit their input.

Public Comments: None

With no further business, the Committee adjourned at 6:08 PM.