

**APPROVED MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK
HELD ON MONDAY, JUNE 21ST, 2010 AT 6:00 P.M.
IN ROOM 130 OF OAK PARK VILLAGE HALL**

OFFICIAL RECORD:

PRESENT: Trustees Brewer, Hale, Hedges, Lueck, Johnson and Pate, President Pope (6:29 pm)
ABSENT: None
QUORUM: President Pro-Tem Johnson called the meeting to order at 6:07 P.M. and declared that a quorum was present.

AGENDA

President Pro-Tem Johnson asked that the Agenda dated June 21st 2010, be approved. It was moved and seconded to approve the Agenda. A voice vote was taken and the Agenda was approved.

REGULAR AGENDA

1. PROTOCOLS

A. Process for Board Committee Minutes

Trustee Pate opened the meeting by noting that the original protocols should be revised to reflect the need to keep minutes of all committee meetings. It was moved and seconded that this change be made and the motion was adopted unanimously.

B. Process for Reporting

Use of the board reporting form developed last year was discussed. Revisions to the wording were proposed and agreed to. Village Manager Tom Barwin suggested that whoever prepares minutes for meetings should also complete the form when a report to the full board is needed.

President Pope discussed the reports from the President listed in the Protocols and agreed to send email notices to the Board of his activities and developments of interest to the Board on a regular basis.

C. Authority of Committee

Trustee Johnson noted that the committees should have authority to call meetings with others (as with the Intergovernmental counterparts). The value of the committee structure was discussed. Trustee Lueck noted that the budget process was streamlined by the in-depth work conducted by the Finance Committee before presentation to the full board. Trustee Hale noted that the Finance Committee was able to discuss the budget as it was being developed and to provide direction and information to staff. Manager Barwin noted that this process had also been helpful to staff. Trustee Hedges noted that meetings generally dealt with policy but occasionally included more in-depth discussion.

Trustee Hale noted that the Protocols have held up well in the first year and have been a good guide for Board procedures. The Board again emphasized the need to receive meeting materials on Tuesday before Monday board meetings to allow sufficient time to review documents, rather than waiting until the Friday delivery.

ADJOURN

It was moved and seconded to adjourn the meeting. A voice vote was taken and the motion was approved. The meeting was adjourned at 6:43 P.M. on Monday, June 21st, 2010 to an Executive Session of the Board of Trustees.

SUBMITTED AND RECORDED IN THE OFFICE OF:

Teresa Powell, Village Clerk