

**APPROVED MINUTES - SPECIAL BOARD MEETING
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK
HELD ON MONDAY, JULY 11TH, 2011 AT 6:30 P.M.
IN ROOM 101 OF OAK PARK VILLAGE HALL**

I. CALL TO ORDER

President Pope called the meeting to order at 6:01 p.m.

II. ROLL CALL

PRESENT: Trustees Brewer, Hedges, Johnson, Lueck, Salzman and Tucker; President Pope
ABSENT: None

III. APPROVAL OF MINUTES

There were no minutes pending approval.

IV. ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF LABOR AND LITIGATION

In compliance with the Open Meetings Act, it was moved and seconded to adjourn to Executive Session to discuss litigation and setting the price for sale of property in Room 130.

V. RETURN TO OPEN MEETING 6:30PM IN ROOM 101

PRESENT: Trustees Brewer, Hedges, Johnson, Lueck, Salzman and Tucker; President Pope
ABSENT: None

The Special Meeting reconvened at 8:38 p.m. in Room 101.

VI. PUBLIC COMMENT

There was no public comment.

VII. BOARD GOALS AND BOARD PROTOCOLS DISCUSSION CONTINUED

Village Manager Tom Barwin stated that this meeting is a follow-up to the one held at Dominican University to discuss Board goals and protocols. That discussion resulted in 13 general goals, with the objective to further consolidate these into categories.

Legal Consultant Ray Heise suggested that these goals be assigned to subcommittees to ensure there is structure and that progress is being made using some type of reporting mechanism.

After a brief discussion, President Pope recommended that the Personnel Subcommittee put together a strategy regarding how that structure could move forward on a continuous basis and report back to the Board for approval.

President Pope referred to the board protocols that were adopted in May 2009 and noted that the Board needed to decide which should stay as they are, which should be changed or removed, and whether others should be added.

Trustee Johnson commented that the recent irregular meeting times have not served the public well. Regarding agendas, he stated that items have been removed without discussion or explanation and suggested a reason for any changes be given during the meeting.

Mr. Barwin discussed the agenda preparation process and explained why items are removed, stating that this is usually done when an item had not been fully reviewed by staff or legal.

Trustee Lueck stated that she would like to see agenda items in a broader context that would illustrate any long-term implications their decisions would create. She added that excessive questioning of staff regarding details of some items can be time-consuming.

Trustee Hedges agreed but noted that the Board discusses items as a way to inform the public of the rationale behind their decisions. He added that he would like to receive all the agenda materials prior to Friday and have staff hold last-minute items for a future agenda. He did not understand why, if staff works on something for an extended period, they can't they complete it by Tuesday instead of Friday.

Trustee Brewer recommended adding a section to the agenda item commentary that addresses the impact of any recommended change.

The format for Executive Session minutes and protocols were discussed.

President Pope suggested that some items that haven't been fully developed can be looked at during a Special Meeting or presented to one of the subcommittees before coming before the full board. He also discussed scheduling Regular Meetings on the first and third Mondays and subcommittee or Special Meetings on alternate Mondays.

Trustee Tucker wanted to see an organized effort for citizen outreach, such as an evening gathering with one or two trustees attending. Trustee Hedges agreed, but noted that this had been attempted and people weren't showing up. Instead, they should use opportunities such as the Farmers' Market or various downtown Oak Park events to go where people are.

There was a discussion regarding the roles of the Village Attorney and Village Manager.

Trustee Johnson informed President Pope that a formal report to the Board relaying information received at mayoral caucuses, etc., would be helpful. He initiated a discussion regarding the role of the Village President and noted that because of his additional time spent at Village Hall, staff may misinterpret the views of the Village President as consensus from the entire Board.

Trustee Lueck stated that better communication between the staff and the Board would be helpful; she commended the Friday briefs, stating they give her a good sense of what is happening at Village Hall. She agreed with Trustee Johnson regarding time spent at Village Hall by President Pope.

President Pope spoke about the functions of the Village President. He added that during the years he has served on the Board, numerous trustees have expressed their opinions on various issues but noted that it is irrelevant; only the direction of the Board collectively is important.

Mr. Barwin stated that many residents don't know what the role of the Village Manager is and ask to see or talk with the Village President. He commented that the most dynamic communities have matched a very able and competent administration with a very able and hardworking political entity; that combined leadership has worked effectively for the benefit of Oak Park in very significant ways.

There was a brief discussion regarding email communications and posting of minutes and agendas.

Use of laptops by Trustees for agenda materials at Board meetings was discussed. Trustee Johnson noted that commission members are discouraged from using electronic devices during their meetings and the Board should have the same standard.

VIII. ADJOURN

It was moved and seconded to adjourn the meeting. A voice vote was taken and the motion was approved. The meeting adjourned at 10:25 P.M. Monday, July 11, 2011.

SUBMITTED AND RECORDED IN THE OFFICE OF:

By: MaryAnn Schoenneman
Interim Deputy Village Clerk

Teresa Powell, Village Clerk