

**APPROVED MINUTES - SPECIAL BOARD MEETING  
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK  
HELD ON MONDAY, APRIL 9<sup>TH</sup>, 2012 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 6:30 p.m.

**II. ROLL CALL**

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

**III. AGENDA APPROVAL**

It was moved and seconded to approve the agenda for the meeting. President Pope suggested that Item C be moved to the top of the agenda. A voice vote was taken and the agenda was approved as amended.

**IV. PROCLAMATION – WEEK OF THE YOUNG CHILD, APRIL 22-28, 2012**

President Pope read the proclamation aloud. It was moved and seconded that the proclamation entitled **WEEK OF THE YOUNG CHILD, APRIL 22-28, 2012** be adopted. A voice vote was taken and the proclamation was adopted.

**V. PUBLIC COMMENT**

There was no public comment.

**VI. REGULAR AGENDA**

**C. Report from Reinventing Government Board Committee**

Trustee Hedges announced that the Committee met on April 5 to discuss the reorganization of the Legal Department. He stated that in accordance with State Statute, the hiring of a Village Attorney is the responsibility of the Village Manager. He added that there was agreement that the Interim Village Manager would delay moving forward with this until a permanent Village Manager is hired. Trustee Hedges also noted that this protocol meeting was suggested to help clarify the areas of authority and responsibility of the Board as well as those of the Village Manager.

Trustee Salzman stated that the Committee also discussed applying the same standard used for other contracts to those for outside attorneys, as any expenditure over \$25,000 needs Board approval. Budgetary issues were discussed.

Trustee Brewer raised the topic of the Village Attorney's role as Board Attorney and whether the Board should have any input regarding performance evaluations. Trustee

Hedges replied that the Board's portion of any evaluation would have to be informal, as the authority over the Village Attorney ultimately lies with the Village Manager.

Trustees Johnson and Lueck and President Pope agreed with the Committee members that discussions regarding outsourcing the Legal Department should be suspended until a permanent Village Manager is hired, and that the structure of the Legal department should be determined by the new Village Manager. The new Village Manager shall be informed that the Board had been exploring this option at the request of the former Village Manager.

Trustee Hedges proposed that the Committee's next topic of discussion be a review of Partner Agencies. Trustee Salzman explained that the review would include their purpose and functions, how these contribute to the Village and whether these functions could be provided more effectively elsewhere. This information will support Finance Committee recommendations regarding financial support for Partner Agencies in the next budget cycle. Trustee Johnson offered two other areas of focus for the Committee: paving of streets and alleys and use of technology by Village Hall.

**A. Report from Intergovernmental Board Committee**

Trustee Johnson referred to the overview of goals noted by Trustee Lueck at the Board Meeting of March 19, adding that the principal goal is to improve services while controlling costs. Each member of the Committee was asked to take the full list back to their boards for discussion; the results of those conversations will be presented at the next Committee Meeting on April 14.

President Pope commented that some projects outlined were specific to an intergovernmental relationship between two or three parties rather than among all six parties. Trustee Lueck stated that this list represents potential items the Committee felt would be important to accomplish. The next step is to decide which activities the Committee could support as a group with a goal to focus on projects that would impact all, rather than just a couple of government units.

**B. Review of Village Board Protocols with the Interim Village Manager**

Interim Village Manager Cara Pavlicek discussed agenda management. She stated that a preliminary agenda is provided to the Board on the Tuesday prior to each Monday meeting. She asked what degree of detail the Board is looking for and if there is any objection to providing certain routine items to the Board on Friday before each Monday meeting. There were no objections.

Ms. Pavlicek noted that it is standard practice for the Village Manager to place a phone call to each Board member on the day of the meeting to determine if there are issues that need to be addressed. She stated that a timely response at that point can be problematic. Trustee Hedges suggested the calls be made on the Wednesday or Thursday before each meeting. President Pope noted that some Board members don't typically read the material until the weekend. Trustee Johnson commented that it is not possible to accommodate each individual's schedule regarding agenda distribution. Following discussion, the Board agreed that the onus should be on Board members to contact the Village Manager if they had questions regarding the material distributed on Tuesdays.

Ms. Pavlicek stated that a follow-up protocol conversation will be scheduled. Trustee Hedges suggested that this discussion include the relationship between the Village Manager and the Board as well as revisiting the committee system.

**VII. ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF  
DISCUSSING LABOR, LITIGATION, PERSONNEL AND SALE OF PROPERTY**

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

The roll call on the vote was as follows:

AYES: Trustees Brewer, Hedges, Johnson, Lueck, Salzman and Tucker; President Pope

NAYS: None

ABSENT: None

The motion was approved.

The meeting adjourned at 8:00 p.m., Monday, April 9, 2012.

**SUBMITTED AND RECORDED IN THE OFFICE OF:**

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Teresa Powell, Village Clerk

By: MaryAnn Schoenneman  
Interim Deputy Village Clerk