

Northfield Village Caucus

January 18, 2012

The meeting was called to order by Tracey Mendrek, Chair at **7:01** pm.

Caucus Members present at the meeting were:

Jim Appel	Betina Karlove
Al Chircop	John Kemper
Margaret Cothran	Ruth Lucchesi
Dan deLoys	Finley Maxon
Dave Detlefsen	Tracey Mendrek
Jonathan Don	Patrick O'Donoghue
Kathy Estabrooke	Keith Reed
Linda Garard	Mary Rhodes
Emilian Geczi	Tom Terrill
Jane Goldenberg	Cricket Trutter Hauff
Jim Henderson	David Woodyatt

Guests:

None attended

Tracey Mendrek presented the agenda. Jim Henderson moved to approve, Jim Appel seconded. The agenda was unanimously approved.

Tracey asked that Keith Reed begin the meeting with regard to the presentation of two new potential caucus members. Emilian Geczi District #44 and Tom Terrill District #23. Jim Henderson gave a character reference on Emilian and David Woodyatt presented the same for Tom. The membership committee gave their unanimous recommendation for each candidate.

Motion to approve was given and seconded. Emilian Geczi and Tom Terrill were unanimously approved as new caucus members.

The next order of business was to continue the discussion of the Conflict of Interest statement that Vice Chair, Al Chircop, presented at our January meeting. Keith suggested that between now and our April meeting that the Membership Committee have a clear understanding of what is a Conflict of Interest, what course of action will be taken if a member doesn't sign or doesn't disclose a conflict. All these scenarios need more definition.

Keith Reed, handed out the Conflict of Interest statement and Disclosure form to all present. He asked that we read over the statement and make recommendations to the Membership Committee. The Membership Committee will compose and present a Conflict of Interest statement with clear definitions at the April 18th meeting.

October's meeting minutes were presented. Jim Appel moved to approve with corrections, Jim Henderson seconded. The minutes were unanimously approved as amended.

Kathy Estabrooke and Jim Henderson gave Synopsis of the Village Committee of the Whole and Board Meeting of Tuesday, January 17th; highlighting the discussions of the E 9-1-1 consolidation of services and the 5 year Village projections.

Tracey welcomed our new members, who were invited to the meeting at this point. They were given the meeting time of 7:15pm to give us ample time for discussion and voting on their membership

Financial Report as submitted by Treasurer Ruth Lucchesi:

31 Dec 2010 Beginning Balance	2,609.53	
Revenue Contributions	450.00	
Interest	1.28	
	451.28	
Disbursements		
Check # 1009 Annual P.O.Box	46.00	
Check # 1010 Web Design	717.16	
	763.16	
31 Dec 2011 Balance		2,297.65

Revenue Contributors: Al Chircop, Linda Garard, Ruth Lucchesi, Tracey Mendrek, and David Woodyatt

Betina Karlove asked if we had paid for the survey costs. Tracey told her we had not. She said that she thought Kathy Fishman had. Tracey assured her that we had not.

Tracey asked Ruth about the Library Board. Ruth told us that Kathy Hamilton, one of Northfield's current Library Board Members called her to tell her that she would be relocating in June so we would need to fill her slot. Her term goes to 2013. Ruth gave a description of the Library need; Library Board members and a Library caucus member. The caucus position is not as time consuming.

Northfield has two (2) positions on the seven (7) member Library Board. We have until June to secure a member to finish Kathy's current term and will need to find someone to take the next four year term. They, of course, could be the same person. Lois Neustadt is Northfield's other representative. Her term expires in 2015.

Tracey asked if we had spoken to our Northfield Librarians to see if they had any suggestions on who might be interested based on frequent use of the facilities. Ruth said she did, in fact, do that last time. She said it is a very fascinating operation.

Tracey said we will work to fill the position.

Secretary Report

Tracey asked Kathy Estabrooke to describe the Winnetka Park District caucus position. Dave McGregor was our current representative. He has served his term and cannot serve again. We are looking for a replacement for him.

Kathy also reported that she is still looking for contact information from some of our membership for the website. She will send an email to those who still need to supply.

Jim Henderson asked our new members to go to the website to familiarize themselves with our By-laws.

Our website is currently down. Our Webmaster upgraded our site and when uploading the backup it became corrupt. He is in the process of restoring the site. I will send a message out to the membership when the site is fully populated and operational again.

Platform Committee Report

Jim Henderson explained that we need a Platform for approval at our July meeting. He explained that the Platform Committee will take the data received from the survey and translate the data into a Platform for Caucus approval.

Nominating Committee Report

Al Chircop, reported that the Nominating Committee is dormant at this time. It will become active in June once a Platform is composed. In the meantime, the committee is collecting a soft list of potential candidates and talking to them in a soft manner.

Al will be putting together an Nominating Committee in the near future.

Betina asked how many positions need to be filled. There are 3 Trustee positions and the President.

Discussion about term limits ensued. Patrick explained to the members that the two (2) term limit is not in stone and could be changed if the caucus so chooses.

Al will talk to the incumbent Trustees to see if they are interested in serving again, but it's early.

Communications Committee Report

Dave Detlefsen said the committee will be sending out a postcard to the community on how to participate in the survey. They will be using the water bill list for the post cards. Personal email lists, channels 6 & 99, and school mailings for reminders. Tracey will be an interview with the Winnetka Talk, the local Tribune, and The Current. Dave is looking for help in securing lawn signs and placing them around the community.

Patrick said that the Post Office will let people use the all municipality option which will send a postcard to all residents. This is a great idea, for a normal mass mailing but it won't afford us the option of have unique numbers printed on the postcard.

During this discussion it was brought up that Condominiums don't receive water bills so we will be missing a major portion of our population.

When discussing the signage, someone asked if we knew how much the Home Rule lawn signs cost. Tracey wanted to make it clear that the Home Rule Committee was not a function of the Caucus, it was an independent committee and the reference was just as an example of how much the signs cost.

Survey Committee Report

Betina Karlove gave the Survey report in Kathy Fishman's absence. The survey is comprised from input from the Village Staff and the Park District. It has been massaged over the last three (3) months and the survey that will be presented has been approved by the committee. It will be available on the website (and paper copies) February 6 – 20. It will take about a month to tabulate and absorb the data. There will be two (2) unique access identifiers per household. There are two phone numbers on the postcard if residents have questions or need help with the survey.

We hope to get as good of a response on this survey as we did the last. We hope for a better demographic distribution this survey. The majority of responses from the last survey were from residents without school aged children. We're looking for a way to canvas the schools.

The survey went out to the whole caucus membership for input. The deadline for full membership input/changes was Friday, Jan 13th. No input/changes were received.

Finance Committee Report

Tracey Mendrek gave the Finance report for Mike Sollitt. The Village is currently going through the Budgeting process. The Budget Meeting will be held on Wednesday, March 7th and if necessary Thursday, March 8th. Mike will cover the meeting but could use more representation.

By-Laws Committee Report

Tracey Mendrek gave the By-Laws Committee report for Bobbie Moore. The By-laws committee has not issues before it, so it is not meeting.

Discussion turned to Storm Water Utilities. There will be two (2) to three (3) more public meetings in one (1) to three (3) months. Tracey asked the membership to share this information with our neighbors.

After a lengthy discussion of how this will work, when it will commence, etc. no one really knew for sure, so Tracey encouraged the group to go to the board meetings to get the correct information and to get our voices heard.

John Kemper asked how to get a contact list of the caucus member. Tracey said the best way to get a contact list is to use the contact list on our website.

Tracey asked if there was any more business. There was no response. Jim Appel motioned to adjourn, Jim Henderson seconded. The meeting was adjourned at 8:07pm

Respectfully submitted ,

Kathleen A. Estabrooke
Secretary – Northfield Village Caucus

Conflict of Interest Disclosure as submitted by Al Chircop September 15, 2011

“The Northfield Caucus recognizes that individuals who are volunteer members of the Caucus have other involvements and activities in the Community, some of which are for economic compensation. Some of these activities may also espouse views that are contrary or at significant variance with the Platform. In recognition of these potential conflicts, the Northfield Caucus expects of its members:

1. Disclosure by a Caucus member of a “relationship” which creates a conflict of interest or may have an appearance of a conflict of interest or has the prospect of embarrassing the Northfield Caucus.
2. Disclosure by a Caucus member of a paid activity resulting from a Platform position.
3. Disclosure by a Caucus member of a paid or non-paid activity by the member or their immediate family of an activity that is counter or non-supportive of Platform position.

Disclosure will take two forms: an early confidential disclosure to an Officer of the Northfield Caucus and secondly, a requirement to disclose the conflict if determined to be so, in any public position (including meetings of the Caucus) taken by the individual on the subject.

Caucus Members will be asked to disclose annually their membership on committees/groups that have an interest in Village government on or before the 10th day of January. Examples of these types of committees/group are, but not limited to, Planning and Zoning Commission, Village Center Task Force and Illinois Department of Transportation Community Advisory Group (CAG).”

I have the following real or apparent conflicts of interest with the following organizations:

Signed: _____ **Date** _____

All information will be kept confidential and on file with the Secretary of the Northfield Caucus.