

**MINUTES  
COMMITTEE-OF-THE-WHOLE  
PRESIDENT AND BOARD OF TRUSTEES  
VILLAGE OF ARLINGTON HEIGHTS  
BOARD ROOM  
MONDAY, JULY 8, 2019 7:30 P.M.**

BOARD MEMBERS PRESENT: President Hayes; Trustees: Baldino, Canty, LaBedz, Padovani, Rosenberg, Schwingbeck, Scaletta and Tinaglia

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Randy Recklaus, Village Manager; Robin Ward, In-House Council, Joseph Pinnello, Police Commander and Kim Peterson, Recording Secretary

**SUBJECTS:**

- A. Possible Regulation of Sweepstakes Machines
- B. Discussion of Boards and Commissions

Other Business

**Adjournment**

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President Hayes called the meeting to order at 7:30 PM. The Pledge of Allegiance was recited.

**A. Possible Regulation of Sweepstakes Machines**

Mr. Recklaus explained how back in May of this year, his office received a phone call about a business in town that had video gaming machines, where people were going into the back of the store, putting money in a machine, and engaging in what appeared to be gambling or gaming. Mr. Recklaus contacted the Police Department, as video gaming is prohibited in the Village of Arlington Heights, and the Police Department followed up with an investigation.

Commander Pinnello discussed the particulars of the investigation, which began on May 3, 2019, whereby undercover detectives were sent to the store to determine if the allegations were true. The undercover detectives were given money to play the games, which were labeled "Ficus" Promotional Kiosk. Each machine had labels stating "No Purchase Necessary To Enter," "All Coupon Sales Are Final," and "All Entries Must Be Played Out, You Can Only Redeem Winning." In addition, each machine had an Illinois Department of Revenue sticker on it. The undercover detective put \$9.00 in the gaming machine/promotional kiosk, and after approximately 10 minutes, he had \$2.40 in winnings. The game he played required three matching characters in a row to win, which was very similar to a video slot

machine, and made noises that were consistent with a video gaming machine, similar to a slot machine. The undercover detective cashed out and was provided with a ticket that came out of the machine. The undercover detective went to the front counter of the establishment, gave the ticket to the clerk and was given \$2.00 in exchange for the \$2.40 ticket he received from the machine. While the undercover detective was at this establishment, there were two other people playing machines. In an effort to further investigate, the undercover detective went in again and played similar games, and after approximately 20 minutes, he cashed out a ticket for \$2.29, where he received \$2.00. The undercover detectives decided it was time to identify themselves as law enforcement officials to the clerk, who then explained how the machines came into his possession. The clerk explained how a representative from "Ficus Gaming Machines" came into his establishment in mid-April and advised him that these machines were moneymakers, and because his business was struggling financially, he agreed to have the machines. The clerk then explained how he uses Illinois Lottery funds to pay out the winning tickets and then twice a month the owner of the machines comes in, takes the money out, and gives him his earnings and then he replaces the Illinois Lottery money with these funds.

Commander Pinnello explained how there is a loophole with the Illinois Gaming Board that allows these machines, as they are not considered gambling devices. The intent of the machines is that there are promotional kiosks, whereby people put money in them and receive tickets that serve as coupons for purchases at businesses. After speaking with the clerk/owner at this particular establishment, he informed the detectives of three other businesses in town that have these machines. The detectives identified these additional businesses and then went to verify that they did indeed have these machines. It was also learned that there was a laundromat in town that had one of the kiosks, which the detectives verified.

Ms. Ward decided to look into the machines, following the Police Department's investigation, and determined that there is a loophole in the law and these machines are not considered gambling machines under the criminal code, as you can play them without putting money in them. Ms. Ward contacted several other nearby towns to see how they dealt with these machines and what she found out is that some of them adopted ordinances specifically prohibiting "Sweepstakes" machines. Ms. Ward is looking to the Board for direction as to how they would like to proceed, either with drafting an ordinance prohibiting the machines, or permit with them with some regulations, or if there is some other option.

President Hayes asked Ms. Ward which towns opted to ban the machines, which Ms. Ward stated that Skokie, Oak Park and Mundelein are the most recent towns that adopted ordinances specifically banning these sweepstakes machines, however there are others as well.

President Hayes did some research of his own and discovered the Illinois Gaming Board in December of 2013 did categorize these as illegal gambling machines and asked if there was a subsequent ruling that changed that determination. Ms. Ward stated that the Illinois Gaming Board has chosen to not enforce the illegality of these machines.

Cory Aronovitz, who is an attorney representing manufacturers, distributors, and operators of lawful electronic product promotions (not the Ficus Gaming Machines), stated that the Illinois Gaming Board has no public stance on these kiosks and has actually licensed individuals that participate in "Sweepstakes" and video gambling and should therefore not license anyone who participates in illegal gambling.

Trustee Rosenberg asked Ms. Ward about the game itself and if his understanding of the game is correct in that initially you do not have pay to play, but after a couple of turns, in order to continue playing, you have to deposit money. Ms. Ward advised Trustee Rosenberg that he is correct and the fact that you do not have to put in money to begin playing is why it is not considered gambling under the criminal code.

Mr. Aronovitz went on to say that the Ficus game that is under investigation connects to the internet, and in his opinion, is illegal, as it is not operated by the lottery, which is clearly stated in the criminal code. Mr. Aronovitz believes that those who operate machines that do not connect to the internet and those that sell real product that have real value are different from those who operate the kiosks that are currently under investigation, and should be considered legal. Mr. Aronovitz is also in favor of placing restrictions on the kiosks, such as length of play and location of kiosks, and allow the municipality to collect a fee for the machines. Ms. Ward suggested that if the Board wants to allow the machines, they would definitely want to regulate them.

Trustee Rosenberg asked Commander Pinnello if all of the machines they discovered in town were the "Ficus" machines, which Commander Pinnello replied yes.

Trustee Tinaglia asked Mr. Aronovitz how much money the municipalities are receiving from these kiosks, which Mr. Aronovitz replied approximately \$150,000 - \$200,000 a year from all of the machines in town, with each machine itself typically generating approximately \$10,000 in revenue.

Mr. Recklaus advised the Board if they would like to revisit the video gaming issue again that can certainly happen.

Trustee Tinaglia is willing to go along with what the will of the Board is and asked what the advantages are to having these kiosks in town. Ms. Ward advised that staff's recommendation is to ban the machines, however if it is the will of the Board to permit them in town, she suggests regulating them.

President Hayes stated that the Board has already decided to prohibit video gaming in town and his position has not changed. President Hayes concurs with the staff recommendation to prohibit these types of kiosks.

Trustee Scaletta believes this is just one big loophole and is as close to video gaming as you could get, therefore he is in favor of banning it.

Trustee Baldino believes this is video gambling and is not in favor of the kiosks.

Trustee LaBedz agrees with Trustees Scaletta and Baldino that this appears to be video gambling and is not comfortable with it here in town.

Trustee Padovani is also in favor of prohibiting the machines, as he believes gambling begins at the third play on the Ficus machines, and if the Village were to allow these kiosks, it would just open the door for similar machines to appear.

Trustee Canty concurs that this is absolutely gambling at the third play, and furthermore, she does not believe that towns who allow these machines are receiving the revenue they thought they would.

Trustee Schwingbeck also agrees that this is pure gambling.

Aaron Rudkin, an attorney representing the coupon machine software company, explained how the coupon kiosks work and how they are not directly connected to the internet. Mr. Rudkin also discussed how the kiosk machines could generate extra income for small businesses.

Sean Patrick, an attorney also representing the coupon machine software company, reiterated the fact that these machines are not actively connected to the internet, there is no purchase necessary to play, a player may or may not be entered into a sweepstakes and the end result is the player walks away with a coupon. Mr. Patrick does believe the machines should be regulated, permitted and taxed by the municipality in which they are located.

Ms. Ward advised that the kiosks that were discovered in town are located at a newsstand, laundry mat and liquor stores. All of the business owners agreed to unplug the machines while the issue of their legality is decided. Also, Ms. Ward reiterated that the towns that are permitting the machines are regulating them.

Keith Moens, Arlington Heights resident, does not believe this is gambling in the sense that most people think of gambling, and could lead to additional revenue if allowed. Mr. Moens pointed out the fact that the racetrack allows gambling, as well as video gaming machines.

Trustee Rosenberg asked Mr. Rudkin the name of the company he represents, which is Texas Wiz, and asked Mr. Rudkin to explain again how the kiosks work and what happens after a customer puts a dollar in the machine. Trustee Rosenberg asked Mr. Rudkin if at any point the customer can submit a coupon for cash once they have cashed out and Mr. Rudkin replied by stating that if the customer is entered into the sweepstakes, they can redeem the voucher for cash.

President Hayes stated for the record that no business owners were present at the meeting.

**Trustee Scaletta moved, seconded by Trustee Baldino, that the Committee-of-the-Whole recommend to the Village Board that Staff be directed to prepare an ordinance prohibiting "sweepstakes machines" in the Village of Arlington Heights.**

Upon a voice vote, the motion passed unanimously.

## **B. Discussion of Boards and Commissions**

Mr. Recklaus explained how during the past year, staff has been meeting with members of the boards and commissions to see how well they're doing and what can be done to improve the overall system. This process is ongoing, although staff believes they have gathered enough information to make some preliminary observations and recommendations on how the commission system can be updated and clarified.

Mr. Recklaus stated there are 19 commissions within the Village, with over 150 appointed members who serve on these commissions. There is a staff liaison for every commission and every appointment is made by the President and confirmed by the Village Board. The commissions are divided into three categories, including Regulatory Commissions, Working Commissions and Advisory Commissions. The Regulatory Commissions job is to determine if an applicant meets some sort of pre-determined standard and makes recommendations to the Village Board. These commissions are Plan Commission, Design Commission, Zoning Board of Appeals, Board of Local Improvements, Electrical Commission, Building Code Review Board and Housing Commission. The Working Commissions are given certain set of responsibilities by code or by state statute and work independently of the Village Board to engage in these responsibilities. These commissions are Board of Police and Fire Commissioners, Police Pension Board, Fire Pension Board, Special Events Commission and Arts Commission. Lastly are the Advisory Commissions, which are groups that inform the Village Board and the public on a specific set of issues or on the behalf of a specific constituency. Many of the individuals on these commissions are chosen because they possess some sort of special expertise or perspective. These commissions are Board of Health, Bike and Pedestrian Commission, Citizens with Disabilities Commission, Economic Alliance, Environmental Commission, Senior Citizens Commission and Youth Commission.

Mr. Recklaus went on to explain how Staff met with all of the commission chairs to hear how their experiences have been and conducted two different surveys of all of the commissioners. In addition, Staff talked with the commission liaisons and did some research of surrounding communities.

Mr. Recklaus discussed some of the observations staff made during this process, including how well the Village is served by the dedicated group of volunteers that serves on the boards and commissions. In addition, there did not seem to be any infighting within the commissions and the commissioners generally felt well served by their staff liaison. Mr. Recklaus went on to explain how some commissions are struggling with their roles and not knowing exactly where they fit with the Village Board and other commissions. In addition, some commissioners have expressed their concern with the lack of a formal orientation process for them when they are first appointed to their position. The President and staff liaison spend time with individuals following their appointment, however, there is no clear and consistent onboarding process, similar to what Village employees and Trustees receive when they first start. Other observations that staff made was that some commissioners

are paid and some are not. Staff was unable to determine why some commissions are paid, yet six of the Village's 19 commissions are paid, while the others are not. The Electrical Commission has not met in several years and there is a desire amongst commissioners to have greater cooperation between commissions, especially when it comes to issues that might overlap commissions. Lastly, Mr. Recklaus believes the commissioners deserve some sort of recognition for all of their hard work, perhaps with an annual recognition event.

Mr. Recklaus next discussed staff's recommendations, including the need for a more formal new commissioner staff orientation program, which would be conducted by either the Village Manager's Office or the Legal Department, or a combination of both.

Trustee Scaletta believes this is a great idea, however, in addition to the orientation, there has to be some sort of follow-up assessment, whereby the commissioner acknowledges their understanding of the guidelines and mission of the commission they are appointed to.

Mr. Recklaus indicated staff would also like to develop a new orientation program for commission chair people, to outline the Village's expectations, goals, and legal issues, such as the open meetings act, and to teach them how to run a meeting. In addition, staff is recommending that all commission chair people attend an annual meeting, to get updates and information from Village Staff and the President, as well as network together.

Trustee LaBedz believes this is a really good idea, as it will help the commissioners, as well as the chairperson, understand the importance of what they do. Trustee LaBedz also believes the chairperson and commissioners should be informed of the volume of work they will be responsible for, as well as the time commitment.

Trustee Padovani asked if the chairperson orientation would include a list of expectations indicating what their responsibilities to the commissioners would be, as far as educating, communicating and working with them so that they understand the issues. Mr. Recklaus believes that it would, as staff's goal is to give the chair people all the support they need to succeed in their position. President Hayes is of the understanding that these responsibilities are those of the staff liaison and not the chairperson. President Hayes believes all of the staff liaisons need to be more actively involved.

Trustee Baldino likes the idea of the annual meeting for the commission chair people and believes that it should be opened up to the Board. Trustee Baldino believes the Board should be more interactive with the commissioners.

Trustee Scaletta agrees that the Board should be more interactive with the commissioners. Trustee Scaletta believes each chairperson needs to have a better understanding of their role and know how to take control of their meetings.

Trustee Schwingbeck is in favor of all of the newly appointed commission chair people attending an orientation program; however, he is unsure about hosting an

orientation program for the newly elected commissioners, due to the large number of commissioners and the turnover rate. There may need to be several orientation programs offered throughout the year to accomplish this goal. Mr. Recklaus agrees that some thought will have to be given as to how to make this work, but does believe it is important for new commissioners to attend an orientation program.

Trustee Tinaglia talked about his experience serving as a commissioner and how beneficial it would be to have a representative from the Village's Legal Department present at the board and commission meetings to assist in keeping order. President Hayes expressed his understanding of what Trustee Tinaglia was suggesting, but in lieu of having an attorney present at all of the meetings, President Hayes believes an orientation program for newly appointed commission chair people would certainly be helpful. Trustee Tinaglia asked Mr. Recklaus if he thinks it would be advantageous to have one of the Village Attorney's attend a meeting that has a controversial item is on the agenda. Mr. Recklaus believes this has been done in the past, and understands the idea of providing additional support for the chairperson; however, this process needs to be more clearly communicated so that the chairperson does not feel like they are in trouble. Ms. Ward explained how she regularly communicates with the liaisons before meetings, especially when a topic being discussed could result in controversy. Ms. Ward also strives to empower the liaisons to ask for help when needed.

Trustee Scaletta believes there needs to be some set criteria and/or written policy that establishes when a representative from the Legal Department can assist at a board or commission meeting. Mr. Recklaus agrees that a policy needs to be in place in order to alleviate any issues that may occur as a result of an attorney being present a meeting.

Trustee LaBedz discussed how in the past the boards and commissions would occasionally give presentations to the Village Board, which she feels was a good opportunity for everyone involved to interact. Trustee LaBedz suggested perhaps this arrangement could resume.

Mr. Recklaus next addressed commissioner pay, indicating that of the 18 commissions, only six of them are paid. The pay is currently \$15 per meeting for commissioners and \$20 per meeting for chair people. Staff asked the Northwest Municipal Conference to conduct a study regarding pay for commissioners, and of the 26 communities surveyed; only six pay their commissioners. Staff has the following recommendations: the Village eliminate the pay for all commissioners, to be fair to all the commissioners and more consistent with other communities; pay all of the commissioners, to be fair; eliminate pay moving forward, yet maintain pay for anyone who is on one of the six commissions until their term is up, or pay a different set of commissions. Staff is looking for feedback from the Board regarding how to proceed with commissioner pay, as the current pay system is haphazard

President Hayes is in favor of maintaining some pay and believes the Regulatory Commissions (Plan Commission, Design Commission, Zoning Board of Appeals, Board of Local Improvements, Electrical Commission, Building Code Review Board, Housing Commission) should receive pay, as they typically deal with the public.

Trustee Schwingbeck disagrees with the inequality of pay amongst the commissioners and is of the belief that the individuals who serve on these Boards and Commissions do so because they want to give back to their community and not for the pay, therefore he is in favor of eliminating the pay.

Trustee Baldino agrees that the pay should be eliminated and the money should be put towards a recognition event for all commissioners.

Trustee Scaletta is not in favor of eliminating the pay for the commissioners who are currently receiving it, however, moving forward, he is in favor of eliminating it for anyone new, and use the money for perhaps a recognition luncheon.

Trustee LaBedz does not want to take the pay away from those who are currently receiving it, but believes it should be phased out. Trustee LaBedz does not believe anyone serving on the Boards and Commissions is doing it for the pay, as it is so nominal.

Trustee Canty likes the idea of phasing the out the pay at the end of a commissioner's term and not offering it to any new commissioners.

Trustee Padovani is concerned with how new commissioners will feel if they do not receive pay, while existing commissioners are still receiving pay, until the end of their term. Trustee LaBedz does not believe the pay is substantial enough to cause hard feelings. Trustee Padovani would be in favor of phasing out the pay at the end of a commissioner's term.

Trustee Rosenberg believes it would be easier to just pick a date and end the pay effective that date, instead of waiting for all of the commissioners, who are receiving pay, terms to end. Trustee Rosenberg was actually leaning towards giving some of the commissioners more pay, including those serving on the Board of Police and Fire Commissioners, Plan Commission and Design Commission, because of the time commitment.

Mr. Recklaus asked the Board if they would like staff to enact a process to terminate pay for all commissioners who are currently paid, effective December 31, 2019. President Hayes asked the Board to raise their hand if they were in favor of this proposal, which a majority of them did. Mr. Recklaus stated that based on the show of hands, he had sufficient direction to move forward and develop a process to terminate the commissioner pay.

Trustee Scaletta is somewhat concerned about eliminating the commissioners pay altogether, as he does not want to lose good, qualified people, and for them to think the Board does not value their service. Mr. Recklaus advised there was one chairperson that requested to have their pay increased, but after Mr. Recklaus explained how most chair people do not get paid at all, the chairperson seemed to understand and backed down from the proposal.

Trustee Baldino does agree the pay should be phased out, but with the



understanding that Staff will communicate to them that they will all be recognized for their service at an event, such as a luncheon.

Mr. Recklaus continued with Staff's next recommendation, which is to require some of the commissions, particularly the advisory and working commissions, to submit or present an annual report at the end of the year outlining what they are working on and in what direction they are going. This report would preferably be in writing and go to the Mayor and/or Village Manager and/or Village Board, for approval of each plan prior to the commissions moving forward.

Trustee LaBedz believes that having a work plan is a good idea, however there needs to be some flexibility in the event a more pressing issue comes up that requires the commission's attention.

Trustee Baldino advised that a work plan is useless without some sort of a reporting mechanism. Setting a goal is important, but letting the Board know how well things are going towards achieving that goal, is just as important.

Mr. Recklaus stated that another component of the Board knowing what the commissions are working on, should be the commissions knowing what the Board is working on, and having them play a more formal role in the strategic planning process with the Board. The commissions can submit a letter of priorities to consider in advance of the planning session. Staff then receives the list of priorities from the Board, and following the strategic planning process, they can then incorporate the commissions into the business plan.

President Hayes believes this is a good idea and informed the Board that everyone he interviews for a commission appointment, he tells them that ideas are a two-way street and encourages them, if appointed, to present their own ideas to the Board.

Trustee Rosenberg asked Mr. Recklaus if he has ever considered attending the board and commission meetings, which Mr. Recklaus stated that he thinks it would be a good idea, following tonight's meeting, to go to the meetings and convey the changes that the Board has chosen to make.

Mr. Recklaus next discussed staff's recommendation to create a process whereby advisory commissions can make a request to the Village Board to explore a current topic of interest and issue a recommendation. Mr. Recklaus has received feedback from some of the commissioners about how they are not always sure about when it is appropriate for them to offer ideas, and rather than have them conduct research on a topic that the Board might not even be interested in, staff is recommending the commissioners write a letter to the Mayor and/or Village Manager for confirmation that the Board wishes for the commission to explore the given topic formally. Mr. Recklaus can then ask the Board if they are in favor of the commission moving forward with their idea, or not, or if the Board wants that particular commission to collaborate with another commission.

Trustee Scaletta does not have a problem with Mr. Recklaus asking each individual

Board member if they are in favor of a commission moving forward with research on a particular topic, however, he does think some items are best discussed with all Board members present, as they often make decisions based upon each other's ideas and opinions.

Trustee Padovani is in favor of the commission ideas first being discussed at a Committee-of-the-Whole meeting and if the Board becomes overwhelmed with this process, a different approach can be taken.

President Hayes believes discussion regarding these proposed topics should occur first between Mr. Recklaus and himself, before going to a Committee-of-the-Whole meeting. President Hayes and Mr. Recklaus can then determine if the commission should further explore the topic before formally presenting it to the Board. If President Hayes and Mr. Recklaus are unsure whether a topic should be researched, Mr. Recklaus can then ask the Board for their opinion.

Trustee Scaletta is open to ideas from the commissions; however, he would like them to identify a funding source when proposing a project, as the Village cannot always turn to the General Fund to pay for such endeavors.

Trustee Baldino is in favor of the commissions formally presenting their ideas to the Board during the Committee-of-the-Whole meetings, after the Board has given them approval to do so through a more informal process.

Mr. Recklaus asked the Board if they are okay with the President and Village Manager deciding which ideas commissioners submit are appropriate to explore further, and those that are not, and letting the Board know in a Friday Packet if they were presented with an idea that they chose to turn down, or one that is questionable. Mr. Recklaus believes this process would be quicker than presenting the Board every idea proposed by the commissioners. President Hayes would like to simplify the process and eliminate unnecessary lengthy discussions.

Trustee Canty is concerned with putting limits on what the commissioners can present to the Board, as she does not want to deter them from coming up with ideas, simply because they are afraid the Board won't be interested. Mr. Recklaus explained the purpose of this process is to ensure that the Board is interested enough in a commission's idea that it would warrant the time it would take to the completely research the proposal before formally presenting it to the Board.

Trustee Tinaglia is in favor of President Hayes and Mr. Recklaus conducting a "straw poll" to gauge the Board's level of interest in a commission's idea, before giving a particular commission the go ahead to explore the idea further. If there is a topic that is questionable, the Board could discuss the issue at a Committee-of-the-Whole meeting without the commission in attendance. The Board can then decide if they would like the topic to be further explored.

Trustee Scaletta does not want to stifle ideas, but also does not want anyone to exhaust themselves by spending a lot of time researching a project only for the Board to reject it; although even after a commission might be given the go ahead

to research an idea and present it to the Board, there is no guarantee the Board will accept it. A simple letter prepared by a commission explaining what they want and how they want to do it, makes the most sense initially.

Mr. Recklaus explained how once a decision is made regarding this process, the Board's policies will need to be updated and a mechanism established as to what the ground rules are.

Trustee LaBedz thinks the staff liaison should be responsible for communicating to the Village Manager and President topics that their respective commissions are working on and providing feedback to the commission if they think the Board would be interested in hearing more about these projects or not.

Trustee LaBedz explained how she does not want the Village Manager and President to have sole discretion when it comes to deciding which proposals should be presented to the Board. President Hayes explained that this would not happen, as the Board would still be notified of any ideas that are rejected.

Trustee LaBedz asked if it would be possible for the Board to receive the boards and commissions meeting minutes, or a summary of the minutes from the staff liaison, in their Friday packets, so that they have a better idea of what they are working on. Mr. Recklaus stated the Board could most certainly get the meeting minutes, if so desired. To get a summary of the minutes, in addition to the regular meeting minutes, would be rather burdensome on the staff liaisons, but if that is what the Board wants, than the staff liaison will prepare both.

Trustee Canty would like to see more of an opportunity for feedback from the Board when a commission presents an idea, versus a yes or no answer.

Trustee Scaletta wants to make sure the Board has a chance to offer their opinion if a topic should be presented to them and researched further.

Mr. Recklaus discussed the next recommendation, which is to eliminate the Electrical Commission and provide for representation on the Building Code Review Board.

Mr. Recklaus next addressed Staff's recommendation to provide a more meaningful recognition program for all of the volunteers that serve on the boards and commissions.

President Hayes believes, in addition to a recognition luncheon, these volunteers should be recognized at a Village Board Meeting, so they can be recognized for all of their contributions to the community.

Mr. Recklaus explained how Staff is using social media to broaden their recruitment efforts of new commissioners, as it has become quite difficult to find qualified people to fill vacancies.

Trustee LaBedz does not want the Board to be so hung up on qualifications when

looking for new commissioners, as there might be someone who does not possess the education or experience necessary, but has a strong desire to serve their community. President Hayes explained how this happens all of the time where he appoints someone who is a hard worker and just wants to serve.

Trustee Tinaglia asked if it is permissible to have an individual serve on more than one commission. Ms. Ward is not aware of any rules that prohibit someone from serving on more than one commission. Trustee Tinaglia believes staff could explore this option and ask someone who is currently serving on one commission to serve on another, if they are struggling to find someone to fill a vacancy.

Peg Lane, Arlington Heights resident, thanked everyone for Frontier Days, as she very much enjoyed herself. Ms. Lane also commented on how happy she is to see the wide-open search for commissioners. Ms. Lane would like the public to be able to have input when commission appointments are being made, and would like the commission' agendas posted more than three days in advance.

Keith Moens, Arlington Heights resident, is asking the Board to consider including a class on Robert's Rules of Order, in the orientation program for the new commissioners and chair people. President Hayes agrees with this request. Mr. Moens also would like the commission meetings to include public comments and for their minutes to be publicly posted. Ms. Ward explained even though there is no legal requirement for these minutes to be posted, most of the commissions meeting minutes are already posted and they are working on getting all of them posted.

Melissa Care, Arlington Heights residents, asked about the fire insurance tax board, and if all of the new commissioners are required to take the boards and commissions training offered by the State, which Ms. Ward said they do.

Dr. George Motto, Senior Citizens Commissioner, is very much in favor of an orientation program for new commissioners. Dr. Motto informed everyone of the Age Friendly initiative his commission is working on and commented on how important it is for commissions to cooperate with one another.

Trustee Schwingbeck asked if the Youth Commission members are allowed to serve on other commissions, which President Hayes stated there is one individual who is already serving on both the Youth Commission and the Environmental Commission. Trustee Schwingbeck believes it would be a good idea to allow some youth members, particularly those who might be interested in a career in the trades, to serve on a commission that will allow them to learn from the other commissioner's experiences and at the same time benefit the commission.

## **Other Business**

None

## **Adjournment**

Trustee Scaletta moved, seconded by Trustee Canty, to adjourn the meeting at 10:02 p.m. Upon a voice vote, the motion passed unanimously.