

MINUTES
REGULAR MEETING OF THE
COMMUNITY RELATIONS CITIZENS ADVISORY BOARD
OF THE VILLAGE OF CAMPTON HILLS
NOVEMBER 18, 2015 AT 7:00 P.M.
Campton Township Community Center
5N082 Old LaFox Road, Campton Hills, IL 60175

- I. **Call to Order:** Meeting called to order at 7:10pm by Jayne Holley.
- II. **Roll Call:** Present: Jayne Holley, Patty Hoppenstedt, Jim McKelvie, Carol Stolte, Norm Turner, and Sue Windland. Jim verified that both he and Norm have been approved as official members of the C.R.C. A.B. (Community Relations Citizens Advisory Board—Village of Campton Hills) by the Village Board. Jayne welcomed our new members.
- III. **Approval of Minutes** from September 23, 2015: Patty moved to approve the minutes. Sue seconded.
- IV. **Comments from the Public:** Steve Case, guest, introduced himself as a resident of the Village of Campton Hills who is interested in perhaps joining the C.R.C.A.B. He will also be visiting other committees before making a decision. Steve owns Solar Plus USA which installs solar panels on roofs.
- V. **Old Business**
 - a. **Recognition award or night for local businesses, sponsors-Spring 2016:**
 - Norm shared examples of Certificates of Appreciation which he has received in the past so we could explore different formats and wording. The committee narrowed their preference to one design (green geometric border) and Sue will work with the graphic designer/printer to create 2/3 certificates with this format but using different fonts and including space for only one signature line for a Village Official. She will bring these samples to the next meeting so a final selection can be voted on.
 - Patty agreed to create a draft of the rules and procedures for selecting the awards using the recommended changes to the Schaumburg documents suggested by Jayne, Sue and Carol.
 - The committee discussed the various ways we could generate interest in making recommendations for the awards—including putting an announcement in the proposed end-of-year Village Newsletter.
 - b. **Review/revise the mission statement for our community relations committee:** Jayne shared three slightly different mission statements suggested by Sue, Jayne, and Carol. Lengthy discussion ensued about the wording and length of the statement. Patty moved that we accept the following wording: *"To organize and promote local events, built on tradition and history, by partnering with businesses, organizations, and individuals to foster community bonds."* The committee voted unanimously to accept.
 - c. **Winter Event 2016 update:** Sue brought the committee up-to-date on availability of various venues in the Village where we could hold this event—many are already

booked. We cannot bid on the Kane County Forest Preserve sights until after January 1. Sue will explore a few more possibilities, including the Campton Township Community Center.

Discussion included the need to select a location by the next meeting. The majority of the committee was in favor of a location that included a building where people could come to get warm from time to time. The date of February 20th was identified as a reasonable date for the event. Jim emphasized the importance of having a theme—or something to get people's attention. Norm suggested getting Ronald McDonald to come. It was also suggested that we play off of the "Winter Wonders in Campton Hills" theme that we used last year.

VI. **New Business**

a. **Budget schedule for FY2017:** Jayne informed everyone that we need to finalize our proposed C.R.C.A.B. budget for the next fiscal year at our December meeting. She suggested that we ask for the same budget that we had this year.

b. **Other business :**

- **Kane County Guide:** Norm suggested that the Village be listed in this Guide. Jayne said that the application papers should be taken to the Village Hall and officials there should complete the forms. Norm agreed to pursue with the Village.
- **Christmas Tree Donation:** A local family has offered to donate a large pine tree to the Village. Sue will check to see if the donation could be deferred to next year so we will have more time to coordinate and arrange for a proper tree lighting ceremony in the Village to mark the beginning of the holiday season. Patty was eager to organize such an event.
- **Village Christmas Decorations:** Sue said that our committee had been asked to decorate the Village offices and Village street signs for the holidays because the Beautification Committee, who usually takes care of this detail, is without a leader currently. The money for said decorations would come from the Beautification Committee's budget. Some asked why the Village staff didn't take care of decorating the Village Office.

VII. **Notice next month's regular meeting is December 16, 2015 at 7:00P.M.,** Campton Township Community Center, 5N082 Old LaFox Road, Campton Hills, IL, 60175

VIII. **Adjourn Meeting:** Sue moved to adjourn the meeting at 8:45pm. Norm seconded.

