

**Minutes of the Ad Hoc Recognition Committee
Village of Shorewood Hills**

Mon., Dec. 9, 2019

(scheduled for review at next Ad Hoc Recognition Committee meeting)

- 1) **Called to Order:** Chair Benforado called the meeting to order at 7:11 p.m.
 - a) **Committee members present:** Chair/Village President Dave Benforado, Trustee Cokie Albrecht, Peggy Scallon, and Kat Hurley; Committee Member Lucy Richards arrived at 7:36 PM; Committee Members Nadeem Afghan and Mark Sundquist were excused.
- 2) **Compliance with WI Open Meeting Law:** D. Benforado noted that he had inquired with Village Administrator Karl Frantz earlier that day and that Frantz had indicated the meeting had been properly noticed.
- 3) **WI Open Meeting law:** Committee discussed the importance of the law, discussing a Q&A document and article from the League of Wisconsin Municipalities on the WI open meeting law that were included with Committee materials.
- 4) **Self-Introductions:** Committee members self-introduced themselves.
- 5) **Committee's Mission, Term, Awards and Process:** Committee members reviewed the Committee's mission, term (through 2021), list of awards the Committee may consider each year and its process. On the latter point, the Committee reviewed and discussed a two-page document that Committee members Albrecht and Benforado drafted; that document discussing the various considerations the Committee may want to apply when making Award decisions each year.
- 6) **Resident Award Nominations:** Committee members carefully reviewed the 15 nominations received by the November 22, 2019, deadline, some nominating the same person. The Committee expressed its appreciation for the high quality and detailed nominations that were submitted. The Committee decided to hold the nominations of Chris Carbon, and Erick and Jacob Johnson in reserve until the Committee had reviewed and approved a Village employee recognition program in 2020. Based on the remaining nominations, the Committee agreed to seven 2020 Village Recognition Awards that will be presented at the 2020 Village Recognition Dinner (Sat., Feb. 1, 2020, at Blackhawk Country Club):
 - a) **Gary Johnson:** *Distinguished Service Award;*
 - b) **Georgene Stratman:** *Distinguished Service Award;*
 - c) **Tom Brock:** *Tom Brock Heritage Award;*
 - d) **Tracy Bailey/Aleasha Anderson/Marilyn Krichko:** *Good Samaritan Award;*
 - e) **Janet McClain:** *Teamwork Award;*
 - f) **Tracy Koziol:** *Heavy Lifter Award;* and
 - g) **Jessica DeVito:** *Community Builder Award.*D. Benforado will work with Village staff to make arrangements for notification letters to be sent to all Award recipients, the letters inviting the recipients to the 2020 Village Recognition Dinner, order the plaques, write an article for the February 2020 Village Bulletin, and prepare text summarizing each Award when they are awarded at the Recognition Dinner.

- 7) **Discussed Future 2020 Meeting Dates:** Committee agreed to meet as needed in 2020 to review and discuss Village employee recognition program, further discuss the suggestion of there being a large perpetual plaque at Village Hall that would list each year's Award recipients, and that Village staff will Doodle Committee members at that time to select the best date that works.
- 8) **Adjourned:** at 8:31 p.m.

Respectfully submitted on December 12, 2019, by Dave Benforado, Chair.

DRAFT