

MEETING MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS

Services Committee

Date and Time: Monday, February 13, 2023 at 4:00pm

Location: Virtual meeting via Zoom

1. **Call to Order** – The meeting was called to order at 4:02pm. Committee members present included Shabnam Lotfi, Jerry Stein, Chris Petykowski, and Bill Muehl. Those absent were David Logan and Charlie Field. Others in attendance were Public Works Supervisor Mike Meier, and Deputy Clerk-Treasurer Chrissy Kahl.
 - a. **Note compliance with open meeting law:** The meeting is in compliance with the open meeting law.
 - b. **Approve meeting minutes from October 12, 2022 meeting:** Motion by Muehl, seconded by Stein to approve the October 12, 2022 minutes. Motion carried (4-0).
2. **Discussion regarding a Village-wide survey:** The committee discussed services they could use to conduct a survey, such as SurveyMonkey. Lotfi asked Kahl to check on any available services that the Village may already have an agreement with. Ideally, the committee would have a survey out to residents by April. Other discussions were had regarding questions to include on the survey and asking other committees for survey questions as well.
3. **Discussion regarding updating the Village of Shorewood Hills website:** Lotfi would like to set up a demo or get a quote to update the Village's website. She would ultimately like to hire a vendor to re-do the website. Lotfi will schedule a demo.
4. **Need to fill one vacancy on the committee:**

The committee is in search of one new person to join. Interested applicants should contact the Village for consideration of joining the Services Committee. A reminder can be added to the bulletin for applicants.

Muehl has a neighbor he will talk to. We will also put a notice in the March Village bulletin. Hopefully, the vacancy can be filled by April.
5. **Adjourn:** The meeting adjourned at 4:44pm

Respectfully Submitted by,
Chrissy Kahl
Deputy Clerk-Treasurer