

VILLAGE OF SHOREWOOD HILLS
Board of Trustee Meeting Minutes
Tuesday, July 16, 2024 – 10:00 am
Location: Village Hall – 810 Shorewood Blvd.

1. Called to Order:

Village President John Imes called the meeting to order at 10:02 am.

2. Roll Call:

Members Present: President John Imes, Shabnam Lotfi, Mark Lederer, Dietmar Bassuner, Carol Barford, Robb Stankey, and Bob Falk.

Also in Attendance: Village Administrator Brian Mooney, Administrative Services Coordinator David Sykes, and Mark Funkhouser and Veronika Zubo of Funkhouser & Associates.

3. Approval of Agenda:

M/S Bassuner/Lotfi to approve the agenda as presented. Motion carried.

4. Statement of Public Notice:

Mooney confirmed that the meeting was properly noticed.

5. Procedures Orientation:

Imes noted that the meeting was being live-streamed on the Village's Facebook page and any comments provided through Facebook may not be considered contemporaneously by those at the meeting. Comments should be sent to the Village Administrator (bmooney@shorewood-hills.org) and he will disseminate them to the Trustees.

6. Public Comments: None.

7. Strategic Governance for Shorewood Hills Workshop – Facilitated by Funkhouser & Associates:

A. Presentation of Draft Recommendations for the Board's Consideration:

- i) **Draft Governance Framework**
- ii) **Draft Priority Ordinance Changes**
- iii) **Draft Statement of the Board's Intent**
- iv) **Draft Communications Plan**

Mr. Funkhouser summarized the work done to this point. Funkhouser & Associates is providing recommendations on best practices related to governance but ultimately it is the Village Board and residents who will decide on how the Village is governed.

He reviewed the governance framework which included:

- Trustees' roles and responsibilities
- Trustees' code of conduct
- Budget process
- Elections (a primary rather than a caucus)
- Village administrator's duty and authority

Mr. Funkhouser also reviewed the types of boards and commission in the proposed governance framework. Below the Board of Trustees, there could be policy committees comprised of three trustees. They recommend three policy committees:

Finance, Parks & Recreation, and Public Safety & Public Works. Below the policy committees could be numerous advisory committees made up of seven citizen members (and consultants/experts), that would make recommendations to the policy committees.

Ad hoc and single purpose committees could be formed to address a single topic or short-term issue.

A flow chart of the possible committee structure was included in the meeting materials provided to the Trustees.

Mr. Funkhouser's indicated the project centers governance around transparency, accountability and responsiveness.

The Board and Mr. Funkhouser discussed the communications plan and public engagement implementation along with the materials and strategy of the Community Townhall Meeting scheduled for the next evening (July 17).

8. Adjourn:

M/S Bassuner/Ms. Lotfi to adjourn the meeting at 11:52 am. Motion carried.

Respectfully submitted,

David Sykes
Administrative Services Coordinator