

Minutes of the Barrington Hills Communications Committee Meeting

July 19, 2010

5:30 p.m.

Training Room

VILLAGE HALL

112 Algonquin Road

Final – Approved September 20, 2010

1. Organizational

1.1 Call to Order

In Chairman Linda Fox's absence, Vice Chairman Barbara Kemp called the meeting to order on July 19, 2010 at 5:36 p.m. in the Barrington Hills Village Hall.

1.2 Roll Call

Communications Committee

Present

Pamela Cools, Recording
Secretary
Laura Ekstrom (arrived 6:01p.m.)
Victoria Kelly
Barbara Kemp, Vice Chairman
Mike Zachar

Absent

Linda Fox, Chairman
Debbie Stone

Village Representatives

Fritz Gohl
Sarah Kenney
Robert Kosin

Barrington Hills Police Department
Lt. Joe Colditz
Alice Runvik

2. Approval of Minutes

Approved June minutes as submitted. Motion by Vicki Kelly and seconded by Mike Zachar.
Approved 4-0-0.

3. Reports from the Village

Fritz Gohl

- No report.

Robert Kosin

- There will be an Electronics Recycling event on September 11th at the McHenry County Fairgrounds.

Sarah Kenney

- Barrington Hills won the municipal champion ribbon for basil at the Kane County Fair.
- Barbara Kemp mentioned that President Abboud came in 4th out of 5 cars entered in the Mayor's Pinewood Derby competition at the Boy Scouts Event on July 4th at Arlington Park.

Joe Colditz/Alice Runvik

- Alice Runvik will now share responsibilities with Lt. Colditz as liaison to the Communications Committee. Alice's current position with the Police Department is as an assistant to the Chief and as a Community Service Officer.
- Lt. Colditz will continue working on the website project, with help from Stefanie Steiner, also an administrative assistant in the BHPD.
- Alice reported that the Police Open House will be held on Sunday August 29th from 11 a.m. to 2 p.m. Activities are being finalized.
- The BHPD placed 3rd in the Illinois Traffic Safety Challenge.
- We should remind residents to call Com Ed, not 911 or BHPD to report power outages. Com Ed's telephone number is 1-800-EDISON-1.
- Alice announced that there are now three certified officers on Bicycle Patrol on the weekends. Their goals will be education as well as enforcement. Bob reminded the committee that Governor Quinn recently signed a new safety law which creates stricter penalties when motorists are at fault in accidents involving bicycles, pedestrians or horses. Information about the law will be posted on the website and Twitter when web links are available. Alice will follow up.

4. Old Business

4.1 Twitter Review – Pamela Cools

- Pamela presented the Twitter summary report for the month of June.

- There were 54 tweets issued-- 16 administrative: village meeting announcements/cancellations/agendas, and 38 other: conservation, health, IDOT/construction, organizations, and counties. We were following 25 users and had 119 followers. No users were blocked for inappropriate content.

4.2 Newsletter – Pamela Cools

- There was no activity to report. The next issue will be published in September, with requests for articles to be sent out in August.
- Pamela has noticed that the web links to the summer issue of newsletter on the .info site are invalid (linking instead to the winter/spring issue) and requested that the links be corrected. Barbara will check with Debbie and follow up.

4.3 New Resident Brochure – Debbie Stone

- In Debbie’s absence, the committee reviewed her prototype for the brochure. After discussing final edits, the committee voted 4-0-0 to approved the brochure as amended.
- Fritz will present the finalized version to the Board of Trustees for approval prior to printing. We will discuss posting and distribution of the pdf version at our next meeting.

4.4 Website Integration Update – Barbara Kemp

- The project has hit several roadblocks recently, because of two meetings being cancelled, the last by the village at the last minute. Barbara expressed frustration about the last cancellation. Work will continue on Phase II as more meetings are scheduled.
- A price proposal has been drawn up for the Police Department design.

5. New Business

5.1 Policy – Calendar Items

- Discussion of developing clear guidelines for posting of items on the website calendar was deferred until next month when members have adequate time to review the existing Twitter policy guidelines.

5.2 Police Open House Participation

- Pamela contacted Citizens For Conservation who gave their recommendation for nurseries which supply organic native plant seeds. She presented a proposal to the committee for purchase of one pound of Purple Coneflower seeds, envelopes and labels for a seed packet to be given to residents at the Open House to promote the Communications website.
- Vicky Kelly made a motion to approve the seed packet project, with expenditures not to exceed \$100. Pamela Cools seconded the motion. Motion approved 5-0-0.

- Debbie will work with Pamela on the label design. The village will print the labels, and the committee will package the seeds at the August meeting.

5.3 Other business

- Trustee Elaine Ramesh mentioned that McHenry County will be holding a Water Resources Forum on Saturday August 7th. She requested a Twitter announcement. She also said that the McHenry County Board of Review, which hears property assessment appeals, has a vacancy. The County website has a link to the application form for anyone interested.
- Laura Ekstrom inquired about the mowing schedule for the village, as she had concerns about visibility at intersections near her home. Elaine stated that July 12th was the scheduled start date for roadside mowing.

6. Adjournment

Given there was no other business, Barbara Kemp entertained a motion for dismissal at 6:50 p.m. **The next meeting is on Monday, August 19, 2010.** Motion to adjourn made by Vicki Kelly and seconded by Mike Zachar.

Approved 5-0-0.

Meeting Adjourned

Respectfully submitted,

Pamela A. Cools
Recording Secretary
