

# VILLAGE OF BARRINGTON HILLS

## COMMUNICATIONS COMMITTEE NOTICE OF MEETING

Date: Monday May 20, 2013

Time: 6:00 P.M.

Location: Training Room

Village Hall

112 Algonquin Road

### **Final**

#### 1. Organizational

1.1. Chairperson Linda Fox called meeting to order at 6:09 pm

##### 1.2. Roll Call

1.2.1. Present: Chairperson Linda Fox, Mary Beth Holsteen, Barbara Kemp, Mike Zachar, Vicki Kelly, Trustee Karen Selman, Alice Runvik Police Department, Robert Kosin Village Manager, Anna Paul

1.2.2. Late: Trustee Patty Meroni arrived at 6:27 pm

#### 2. Administration

2.1. Approval of Minutes April 2013 minutes approved with minor corrections. 5-0-1

#### 3. Reports from Village

##### 3.1. Police Department, Alice Runvik

3.1.1. 911 calls from VOIP. Request residents to contact nonemergency number and ask to do a 911 test.

##### 3.2. Trustee Selman

3.2.1. First Board Meeting Thursday evening. Committees not changed

3.2.2. Branding Book, need to discuss logos.

3.2.3. Writing welcoming letter. New president to be consulted.

##### 3.3. Trustee Meroni

3.3.1. Has photos of Village during heavy rains and floods for the newsletter

3.3.2. Discussed private roads at Roads and Bridges. Would like to write letter about private roads in newsletter. There are a number of private road problems that affect the residents on private roads.

3.3.3. Attended Block Captain meeting about disaster preparedness. Would like to write article, along with police, about preparing for disasters.

##### 3.4. Village Administrator, Robert Kosin

Action: Information Only

#### 4. Old Business

4.1. Newsletter: Plan Spring/Summer edition

- 4.1.1. Date of newsletter: June 15th deadline for articles.
- 4.1.2. Goodbye to old board and welcome to the new board. Need photos of inauguration
- 4.1.3. Article about flood
- 4.1.4. 911 article
- 4.1.5. Disaster preparedness
- 4.1.6. Conservation Corner with Jim Voris
- 4.2. Review Website conversion to Wordpress
  - 4.2.1. Anna has started working on some sections
- 4.3. Review Welcome Wagon mailer
  - 4.3.1. Mary Beth discussed changing trustee names and logo, then mail to new residents with welcome letter
- 4.4. Plan Mug Club Event
  - 4.4.1. no new reports

## 5. New Business

- 5.1. Living 60010/Anna Paul
    - 5.1.1. Involves all aspects of the communities in 60010. They want photos that characterize the Village. Laura Ekstrom has a lot of photos of the Village. Funded by advertising.
    - 5.1.2. Barbara proposed that the Village develop a working relationship with Living 60010, seconded by Mike approved 5-0-1
- Action: Information and Comment
- 5.2. Board of Trustees Intro Profiles
    - 5.2.1. will add to newsletter
- Action: Information and Comment
- 5.3. Such business as may be brought before the Committee
    - 5.3.1. none
- Action: Information and Comment

## 6. Public Comments

- 6.1. no public comments

## 7. Adjournment

- 7.1. Mike made motion to adjourn, seconded by Linda at 7:53 pm approved 5-0-1