

VILLAGE OF FLOSSMOOR COMMUNITY RELATIONS COMMISSION

July 27, 2021
7:00 pm
VILLAGE HALL

AGENDA

- I. Call to Order
- II. Roll Call
- III. Residents Present Wishing to Address the Commission
Please keep comments to less than 5 minutes per person. Thank you.
- IV. Approval of June 28, 2021 Meeting Minutes
- V. FY22 Budget
- VI. CRC Guidance/Bylaws – Motion to Adopt the CRC Guidelines
- VII. Motion to Adopt Chapter 9, Article 2 of the Municipal Code (Remote Meeting Attendance)
- VIII. Discussion with Mayor Nelson
- IX. CRC Meeting Schedule
- X. 2021 Events
 - a. Review recent events/Discuss planned upcoming events
 - i. 2021 New Resident Event – Evaluation
 - ii. National Night Out – August 3 from 5 p.m. to 8 p.m.
 - iii. Back to School Movie in the Park – August 13 – Raya and the Last Dragon
 - iv. Chamber Music Night – August 18 at 5:45 p.m.
 - v. Flossmoor Fest – September 11 – Noon to 10:30 p.m.
 - vi. One Book One Flossmoor
- XI. Community Conversations Follow-Up

XII. Resident Reminders and Communication – Hot topics

XIII. Old Business

- a. Strategic Planning Survey
- b. HF's Victors Organization
- c. New Resident Packet
- d. Bystander Intervention Training

XIV. New Business

XV. Next Meeting Date and Adjournment

Next Meeting: August 23 or 24?

VILLAGE OF FLOSSMOOR COMMUNITY RELATIONS COMMISSION

June 28, 2021

7pm

Village Hall and via Zoom

MINUTES

I. Call to Order

Chairperson Graham called the meeting to order at 7:04pm

II. Roll Call

Present: Chairperson Graham, Commissioners (abbreviated Cmmr) Mustafa, Leon-Thompson, O'Shea, Harris, Riffice, Ramsey, Deugaw

Staff: Commander Taylor, Assistant Village Manager Allison Matson (abbreviated AVM)

Absent: Cmmr Al-Amin

III. Residents Present Wishing to Address the Commission

- Ms. Thayer Herte, 33 year Flossmoor resident; would like to become more involved in community relations
- Maggie Bachus and Stephanie Wright to share updates on the upcoming Flossmoor Gem:
 - The Gem is a half-marathon footrace scheduled for Sep 11
 - There will be a community meeting on Mon July 19 from 6-8pm at Wiley's Grill; Community and Spirit captains will be recruiting volunteers, answering questions, offering more details
 - Just like 2019, neighborhood blocks will decorate homes and streets with various themes
 - 'Quieter' sections of Flossmoor were identified in 2019 and some of those locations will be on the route
 - Local businesses including but not limited to realtors are supporting and sponsoring the event
- Bike the Gem is a biking event offered to the community; it is Aug 7, 10am; meetup is at the IJP parking lot
 - Helmets are required; waivers must be signed
 - Gem staff will look into discounted helmets at Meier
 - The route will be clearly marked
 - There is no cost

IV. Approval of May 24, 2021 Meeting Minutes

Cmmr Riffice put forth a motion to approve the Minutes as written; Cmmr Mustafa provided a second; motion carried, all in favor

V. FY22 Budget

New fiscal year began May 1, 2021 to April 30, 2022. Account balance was \$3,000

VILLAGE OF FLOSSMOOR COMMUNITY RELATIONS COMMISSION

VI. Comments by Trustee Perry Hoag

Trustee Hoag discussed the history of the CRC with the commissioners and public attendees. He has been a trustee 25 years, since 1996. Trustee Hoag noted the numerous community changes in that time – businesses, fests, public facilities, subdivisions exist today that were not present then. He noted that for a long time, Village trustees were white men and one white female.

When the Ballantrae subdivision was constructed, most residents were African American. Trustee Hoag noted that the Flossmoor Hills and Heather Hill subdivisions were also predominantly African American. Officials did not want a segregated community and they saw it necessary to explore and address ways to transform Flossmoor into a successfully diverse community. It was noted that the Trustees missed an opportunity to address the black face incident as a united community and many lessons were learned from that. Thus was borne the idea of a Community Relations Commission as a forum for diversity discussions to take place. Going forward, Trustee Hoag would like to see the CRC embark on an ambitious effort to add residents who have differing opinions that are too often not shared in public forums.

CRC FEEDBACK:

- Cmmr Ramsey suggested using the Neighborhood Network to connect with more people; he inquired about ways that the community can learn about those on the CRC.
- Cmmr Mustafa stated that our efforts need to match our bandwidth; as volunteers we need to be realistic and reasonable in our efforts.
- Cmmr Graham cited the Gem as being a good example of the community gathering in an organic, rather than scripted or planned, manner
- AVM Matson identified myriad ways that the CRC has created, expanded, and guided discussions, efforts, and events.
- Cmmr Deugaw said that Diversity is inviting people to the dance and Inclusion is actually dancing with them. She suggested that we need ‘ambassadors’ for new residents.

VII. CRC Guidance/Bylaws

- Cmmr Riffice provided the background on how the role of a commissioner came to light; AVM Matson said it is a succession plan for the next generation of CRC commissioners.
- Cmmr Graham read the document. Cmmr Deugaw added ‘ability’ to the various diversity categories.
- Cmmr Deugaw asked how we measure the success of the CRC and she was directed to read the Measures of Success defined in the Purpose and Intent document.
- Cmmr Ramsey asked how we engage residents when they don’t attend events. AVM Matson explained that the Village survey will be updated and sent to all residents; the feedback could lead to deeper insights or hidden perceptions among residents.
- Cmmr Riffice suggested the Village engage in an effort to ‘Meet Your Commissioner’.
- The final version will be presented and adopted at the next CRC meeting.

VILLAGE OF FLOSSMOOR COMMUNITY RELATIONS COMMISSION

VIII. CRC Meeting Schedule

The next meeting is Tuesday, July 27. The day change (Monday or Wednesday) will be discussed at the next meeting.

IX. 2021 Events – tabled until July 27

- Juneteenth
- 2021 New Resident Event – Evaluation
- National Night Out – August 3 from 5 pm to 8 pm
- 4th of July Parade on July 3 -begins at PJH through downtown Flossmoor
- Back to School Movie in the Park – August 13
- Flossmoor Fest – September 11 – Noon to 10:30 p.m.

X. Community Conversations Follow-Up

Bystander Intervention Training was suggested by the Mayor in response to anti-racist hate. Cmmr Riffice and AVP Matson will talk with Catherine Shieh (Advancing Justice – Chicago) to learn more about the program and will provide an update at the next meeting.

XI. Resident Reminders and Communication – Hot topics

- Commander Taylor provided an update on the radar speed sign on Flossmoor Road between Brassie and Braeburn. Analytics determined that the 3300 vehicles passing from May 23 to June 15 were traveling under the speed limit. There were very few violations. Data continue to be collected to see if additional tracking and/or monitoring is merited. May 23-June 15: average daily speed was 27 mph (3 miles under speed limit of 30)
- Between May 31 and June 16, there were 13 incidents of trespass or burglary of a motor vehicle. Keep your doors locked.
- Public Service Requirements will be issued to remind drivers that viaducts will flood during heavy rainstorms.
- Commander Taylor was proud to announce that there were no law enforcement incidents or medical concerns at the Juneteenth celebration. Reports of fireworks in the neighborhoods were called in; he encouraged all to observe the law against fireworks displays.

XII. Old Business – tabled until July 27

- Strategic Planning Survey
- HF's Victors Organization
- New Resident Packet
- One Book, One Flossmoor: Book could be Killers of the Flower Moon: The Osage Murders and the Birth of the FBI

XIII. New Business

Cmmr Harris said Flossmoor Hills is planning a Jazz in the Hills neighborhood event in September and a Neighborhood Garage Sale on August 14.

XIV. Next Meeting Date and Adjournment

Next Meeting: July 27

The meeting was adjourned at 9:07

COMMUNITY RELATIONS COMMISSION

The Role of Commissioner

The Community Relations Commission (CRC) operates under the CRC Purpose and Intent, approved by the Village Trustees in 2018 (see addendum). Commissioners serve a 3-year term and are appointed by the mayor.

THE ROLE OF A COMMUNITY RELATIONS COMMISSIONER

- Act as a conduit, liaison, facilitator, and communicator among and between citizens, neighborhoods, and government agencies.
- Demonstrate support of the Purpose and Intent
 - Recognize and acknowledge diversity of religion, gender, physical ability, sexuality, family, age, culture, and race
 - Represent the Village in a professional manner, keeping in mind that communications and correspondence are a reflection of the Village body
 - Maintain dialogue between and among the Village and its residents so that all residents' voices are heard, respected, and valued
- Demonstrate your commitment to make diversity broad, inclusive, and welcoming
- Work to remove barriers that exclude any resident
- Promote a sense of belonging to all residents by engaging them in activities, events, and community conversation
- Assist the Village in sharing information using various communication methods
- Support and/or participate in Village activities and events

CRITICAL SUCCESS FACTORS FOR AN EFFECTIVE BOARD

- Affirm and accept your role as a Community Relations Commissioner
- Be present and participative at each meeting
- Provide minimum 24 hours' notice if you cannot attend a meeting
- Be prepared for meetings by replying to emails and reading documents prior to the meeting
- Step into an assignment or task that fits your skill set and see it to completion
- Invite friends and neighbors to attend meetings and participate in Village and CRC sponsored events
- Envision a better CRC and share your ideas
- Take inventory of your contribution to the CRC throughout the year to determine if you are able to meet the commitment of the role

COMMUNITY RELATIONS COMMISSION

The Role of Commissioner

ADDENDUM

THE PURPOSE OF THE COMMUNITY RELATIONS COMMISSION (CRC)

Act as a conduit, liaison, facilitator, and communicator among and between citizens, neighborhoods, and government agencies. The guiding principles entrusted to the CRC include recognition of diversity of religion, gender, sexuality, family, age, culture, and race; representation in government, marketing materials, and communications; dialogue with and among its residents; opportunities for all residents' voices to be heard, to connect residents to each other and their government in a way that makes them feel valued. The Village Trustees asked the CRC to ensure that diversity is broad, inclusive, and welcoming.

THE INTENT OF THE COMMUNITY RELATIONS COMMISSION

1. Acknowledge, identify, and remove barriers that prevent people from feeling welcome or included. Be mindful to consider all ages, neighborhoods, interest groups, cultures, religions, etc.
2. Promote a sense of belonging among all citizens by asking for their input when planning activities, events, and community conversations.
3. Use the best communication tools and techniques to share information with the community. Work closely with the Communications resource to understand how best to reach citizens under various circumstances and scenarios.
4. Share and promote community celebrations through a published calendar made available to everyone. Work closely with other agencies to collect a calendar of events and use CRC resources to build and publish the calendar.
5. Support and/or participate in community, neighborhood, and school initiatives like Neighborhood Networks.
6. Sponsor opportunities to continue discussions around race, diversity, and inclusion in safe spaces through forums, coffees, and small and large gatherings. Respond as needed if a community crisis arises.

EVALUATING AND PRIORITIZING REQUESTS

When the CRC is asked to support an event, we can now evaluate the request against the Commission's intended role in the community. Some events will easily match and measure the purpose and intent of the CRC (i.e., MLK Day of Service, Flossmoor Gem). Other events may need to be discussed with the sponsor to find a deeper connection linking the event with the CRC (i.e., music festivals, film nights).

TO: Mayor Nelson and Board of Trustees
FROM: Allison Matson, Assistant Village Manager
DATE: July 6, 2021
**SUBJECT: Ordinance Permitting Remote Meeting Attendance to
the Extent Permitted by the Illinois Open Meetings Act**



FLOSSMOOR

The Governor's disaster proclamation for COVID-19 allowed public bodies to hold meetings remotely so long as they met the requirements set forth in Public Act 101-0640. The disaster proclamation is expected to expire on July 24. Outside of the disaster proclamation, the Illinois Open Meetings Act permits a member of a public board to attend a meeting by video or audio conference under very specific circumstances: when the member is prevented from physically attending a meeting because of employment or business of the Village, personal illness or disability or other emergency. Should the Village Board wish to allow remote participation in those narrow circumstances after the disaster proclamation expires on July 24, we would need to adopt the rules set forth in the Open Meetings Act. Kathi Orr has advised that it best done through a Flossmoor Municipal Code ordinance.

Kathi has also advised that the Village's Boards and Commissions may also allow remote participation provided each adopt the rules of the OMA as set forth in the Flossmoor Municipal Code by motion at a future meeting. We will coordinate this with staff liaisons to the commissions.

FMC ORDINANCE NO. _____
**AN ORDINANCE OF THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS, AMENDING
CHAPTER 9, ARTICLE 2 OF THE VILLAGE OF FLOSSMOOR MUNICIPAL CODE (REMOTE MEETING
ATTENDANCE)**

WHEREAS, the Village of Flossmoor, Cook County, Illinois (the “*Village*”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, Chapter 9, Article 2, Section 9-2-6 of the Flossmoor Municipal Code provides that a quorum must currently be present to permit the corporate authorities to conduct business; and,

WHEREAS, the corporate authorities desire to amend the Flossmoor Village Code to permit a member of the corporate authorities to attend a meeting by video or audio conference, but only to the extent permitted by the *Illinois Open Meetings Act* (5 ILCS 120/1 *et seq.*) as hereinafter provided.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Flossmoor, Cook County, Illinois, as follows:

Section 1: That Section 9-2-6 of Chapter 9, Article 2 of the Village of Flossmoor Municipal Code is hereby amended by deleting 9-2-6 in its entirety and replacing it with the following:

“A. A majority of the corporate authorities shall constitute a quorum. A quorum must be physically present at the location of a meeting to conduct business.

B. If a quorum of the corporate authorities is physically present as required in subsection A of this section, a majority of the corporate authorities may permit a member to attend the meeting by video or audio conference if such member is prevented from physically attending because of (i) personal illness or disability; (ii) employment purposes or the business of the Village; or, (iii) family or other emergency. If a member of the corporate authorities wishes to attend a meeting by other than his or her physical presence, such member must notify the Village Clerk in advance, if practical. The absent member’s voice on the video or audio conference, after being identified as belonging to such member, shall be broadcast to the public present at the meeting and the absent member shall also be able to hear any public comment delivered at the meeting. The absent member of the corporate authority shall publicly state the reason for not being physically present at the meeting.”

Section 2. This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

This Ordinance shall be in effect upon its passage, approval and publication as provided by law.
PASSED this _____ day of _____, 2021.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

PASSED: _____

APPROVED: _____

PUBLISHED: _____

APPROVED:

Mayor

ATTEST:

Village Clerk