

**MINUTES
JOINT MEETING OF
THE CULTURAL & SOCIAL AWARENESS COMMISSION
AND ENVIRONMENTAL COMMISSION**

November 3, 2016
City Council Chambers

The Special Joint Meeting of the City of Woodstock Cultural & Social Awareness Commission and Environmental Commission was called to order at 6:00 PM on Thursday, November 3, 2016 in the Council Chambers at City Hall.

I. CALL TO ORDER AND ROLL CALL:

COMMISSION MEMBERS PRESENT: J. Krandel, S. Wenzel, Chair E. Poremba, W. Donato, J. Hudson, and J. Rivera.

COMMISSION MEMBERS ABSENT: Laurie Kacmar, E. Ellinghausen, and I. Sagrado.

STAFF PRESENT: Assistant Public Works Director Tom Migatz, Human Resources Director Debbie Schober, and Chief Deputy City Clerk Jane Howie.

OTHERS PRESENT: None

II. ACCEPTANCE OF MINUTES:

Motion by W. Donato, second by S. Wenzel, to accept the Minutes from the October 6, 2016 Joint Meeting of the Cultural & Social Awareness Commission and Environmental Commission. Ayes: J. Krandel, S. Wenzel, Chair E. Poremba, W. Donato, J. Hudson, and J. Rivera. Nays: None. Absentees: Laurie Kacmar, E. Ellinghausen, and I. Sagrado. Abstentions: None.

III. PUBLIC COMMENT: None

IV. DISCUSSION ITEMS:

- a) Report back from any BIG 7 visits (W. Donato, J. Krandel)
W. Donato and J. Krandel met with G. Anderson to discuss setting up meetings with the Big 7. Meetings have not been set up yet. D. Schober will follow up with G. Anderson to get the ball rolling and recommend that he reach out to inform W. Donato and J. Krandel as to when the forum meetings are so that they can contact these groups.
- b) “Our Story” content development for website and program brochure – who will supply this info to Deb?
D. Schober said someone was supposed to work up a sponsorship plan and program, although nothing has been done yet. D. Schober is looking for more information to add to the website. We still need someone to write up the story of this initiative and why it’s important.
- c) Reports back from the logistics subcommittee (W. Donato, J. Rivera, S. Wenzel, E. Ellinhausen – when in town, L. Kacmar?) – Purpose: Formalize logistics of receipt of bags, stuffing of items in bags and delivery of bags
 1. Delivery location of initial shipment? Stuffing?

W. Donato is scheduling a meeting with District 200 Superintendent, Dr. Moan, to set up a location for bag delivery and storage. D. Schober said there's still only one sponsor. S. Wenzel may have another sponsor, perhaps for \$50.00.

D. Schober said L. Crain had some contacts at Centegra; this needs to be followed up on and someone needs to make contact. W. Donato said he needs to know what day the bags will be delivered. D. Schober said a location needs to be determined first. S. Wenzel mentioned perhaps the old laundromat next to Rosati's Pizza on Route 47. D. Schober said perhaps the Office Depot could be a possibility, also. The problem with going to other retailers or organizations is there are no talking points available yet. If you are comfortable going out on your own, feel free to do so. E. Poremba said there are a lot of things that need to be done right away. Delivery date and delivery / storage location are a priority; set up logistics.

D. Schober said additional priorities are to work on "Our Story" so the talking points come to life. E. Poremba will form a subcommittee on "Our Story"; she'll put something together for the next meeting in early December. D. Schober asked E. Poremba to email this to her for review and assistance. J. Rivera asked how long the 9000 bags would need to be stored. D. Schober said they won't have an answer until the delivery date is confirmed.

D. Schober will contact IT Manager D. McElmeel with regards to setting up the online payment option.

2. Obtaining and logging of volunteers?

D. Schober asked that W. Donato make a list of groups and numbers of volunteers in each group. Subcommittee will be meeting on Wednesday, November 9 at 5:00 PM at Ethereal Confections. W. Donato is hoping for a tentative delivery date for Saturday, December 10.

I. Eagle Scout Project – to be determined.

II. Community Organizations – to be determined.

III. Girl Scouts – to be determined.

IV. D200 students – both for volunteer hours and other reasons – to be determined.

3. Route of delivery?

D. Schober got addresses for the City Scene mailing along with some information from the City's Building & Zoning Department. She plans to get further information from Woodstock's post office as well. There are 11 Woodstock city routes as well as 11 Woodstock rural routes; however, some of the homes on the rural routes are out of City limits. City routes include approximately 6000 households. She'll contact the Postmaster to get further clarification. This information will be shared with the Commissioners. J. Krandel asked if rural

residents could come to City Hall to get one free bag. E. Poremba thinks we should be a cohesive community, so rural residents should have an option of getting a bag. D. Schober is hoping to get a map of the city routes from the post office. This will determine how many residents will get bags, and they can decide if rural Woodstock residents can receive a free bag.

W. Donato contacted McHenry County College's Environmental group looking for volunteers. He is hoping to get some assistance from the college students.

S. Wenzel reminded the group that the Green Living Expo is this Saturday (November 5th) at McHenry County College. He'll be attending and will also be managing a booth. He'll talk about the reusable bag initiative and look for volunteers as well as sponsorships. W. Donato will be in attendance, as well. (D. Schober provided the sample bag and flyer to Steve for a display at the show.)

4. Sponsorship Action Plan – formalize efforts around obtaining sponsorships. Sponsorships are tax deductible for businesses, but may not be so for individuals, should that situation arise. In those cases where businesses must have 501(c)(3) designation in order to donate, we can use the Environmental Defenders as a fiscal agent.
5. Drafting of the Ordinance
D. Schober said the Ordinance will have to wait until it is confirmed that the City is Home Rule. The Commission briefly discussed their thought of having retailers charge for plastic bags. It was agreed that further discussion will occur at a meeting in the near future.
6. Schedule next meeting – both special meeting for items in bags approval (if necessary) and next regular join meeting. Next meeting is scheduled for Thursday, December 1 at 6:00 PM.

V. ADJOURN

Motion by J. Krandel, second by W. Donato, to adjourn this Special Meeting of the Cultural & Social Awareness Commission and Environmental Commission. Ayes: J. Krandel, S. Wenzel, Chair E. Poremba, W. Donato, J. Hudson, and J. Rivera. Nays: None. Absentees: Laurie Kacmar, E. Ellinghausen, and I. Sagrado. Abstentions: None. Motion carried. Meeting adjourned at 6:53 PM.

Respectfully submitted,

Jane Howie
Chief Deputy City Clerk