

**VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Wednesday, August 7, 2019**

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator Sanders on Wednesday, August 7, 2019 at 7:38 P.M.

2. ROLL CALL

Present: Trustees Petty, Mallicoat, Plock, Keene, Dunn and Gustafson.

3. APPROVAL OF MINUTES

3.1 Approval of July 16, 2019 COTW Minutes. Administrator Sanders entertained a motion to approve the minutes. Trustee Keene made the motion; seconded by Trustee Plock. Voice Call Vote: All Ayes present, No Nays heard. **Motion Passed 6-0-0**

4. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

5. NEW BUSINESS

5.1 Discussion and Recommendation to the Board for approval of a Special Event Permit for the annual Sagewood subdivision block party, including a street closure of Nestlewood from Cherrywood to Highstone Drive (one block). Saturday, September 7, 2019. Administrator Sanders entertained a motion to send to Board for final approval. Trustee Keene made the motion; seconded by Trustee Petty. Roll Call Vote: Trustees Gustafson, Dunn, Petty, Keene, Plock and Mallicoat – Yes. **Motion Passed 6-0-0**

5.2 Discussion of implementing a Digital Visitor Management System in the front lobby at Village Hall. Administrator Sanders presented literature about a Digital Visitor Management system. He explained that the system works on an iPad. Some of its benefits include: It provides a secure way to manage visitors. It creates different check-in processes for different types of visitors. It notifies staff when their specific visitor has arrived. It can deliver specific instructions to the person checking in, and more. Mr. Sanders pointed out that with the addition of a product like this it would be possible to redefine the roles of staff and technology. There are a few different companies that have Visitor Management Systems and most of them offer free trials. Trustee Gustafson made a motion to determine the Village's needs, along with researching the different companies that have this system available before moving this item to the Board. Trustee

Keene seconded the motion. Roll Call Vote: Trustee Mallicoat, Keene, Dunn, Petty, Plock and Gustafson – Yes. **Motion Passed 6-0-0**

6. OLD BUSINESS

Administrator Sanders noted that a discussion regarding cannabis will need to be on the next COTW agenda.

Trustee Gustafson requested follow up information to the strategic planning retreat.

President Szula requested a list of possible dates for strategic planning retreats be sent out to Trustees to be discussed and agreed on.

7. PUBLIC COMMENT

None

8. EXECUTIVE SESSION (If necessary)

None

9. ADJOURNMENT

Scott Sanders entertained a motion to adjourn at 7:58 P.M. Trustee Dunn made the motion; seconded by Trustee Petty. Voice Call Vote: All Ayes Present – No Nays heard. **Motion approved 6-0-0**

Prepared by: Lori Taylor, Village Clerk

APPROVED: _____