

**VILLAGE OF HOFFMAN ESTATES
SUSTAINABILITY COMMISSION MINUTES**

Tuesday, August 1, 2023

Virtual meeting participation allowed in accordance with Public Act 101-0640

Members in Attendance

Natalie Lichtenbert, Co-Chair
Trustee Anna Newell
Kymberli Mulford
Lon Harner
Amy Hartsough
Hannelore Conley
Lewis Boshier
Sheila Schwartz
Amy Decker (6:02pm)

Members Absent

Chrissy Christian, Co-Chair
George Tuhowski
Alfredo Izquierdo
Lorraine Leisenberg
Nancy Schaefer

Others in attendance: Aaron Howe, Staff Liaison

1. CALL TO ORDER

The meeting was called to order at 6:00pm by Chairperson Lichtenbert. A majority quorum of the commission was present at this time.

2. PUBLIC COMMENT

There were no public comments made at this meeting.

3. APPROVAL OF MINUTES – July 11, 2023

MOTION by Commissioner Harner; **SECOND** by Commissioner Mulford to approve the minutes from July 11, 2023 – **7-0 AYE**; Trustee Newell and Commissioner Hartsough abstained.

4. STAFF LIAISON REPORT

There was no staff liaison report made at this meeting.

5. NEW BUSINESS

a. Commission Material Toolkit

Commissioner Mulford introduced the concept of a toolkit of educational materials and other resources that would be available at all times for commissioners attending events or other functions. This would include information about the commission and how to become a commission, for example. Commissioners discussed the potential of including some form of environmentally sustainable giveaway. Commissioner Schwartz proposed obtaining a new table marker/banner, if feasible.

6. OLD BUSINESS

The next meeting of the Sustainability Commission is scheduled for September 5, 2023, at 6:00 p.m.

a. Parks for Pollinators BioBlitz – September

Chairperson Lichtenbert reminded the commission of the September 9th BioBlitz at Black Bear Park and requested volunteers. Several commissioners expressed interest in assisting.

b. Single-use Plastic Reduction

Chairperson Lichtenbert will provide Mr. Howe with the most recent copy of an infographic that can be shared by the Village.

c. Sustainable Practices at Village Events

Mr. Howe will work with Chairperson Lichtenbert to finalize a survey to be distributed to other commission Chairs. Commissioner Mulford reminded Mr. Howe to include a description of why the survey is being distributed.

d. Citizens Utility Board Solar Event

Mr. Howe is working to obtain dates in January or February 2024 for this event. Commissioner Schwartz recommended offering a virtual option for residents as well as in-person.

e. Illinois Solar Home Tour

Commissioner Hartsough provided additional details concerning the Solar Home Tour. An E-News article has been prepared with information about this program as well as the Solar Switch Chicago program.

f. Communications Subcommittee Content Calendar

Commissioner Mulford discussed articles that have already been submitted to be included in the E-News but have not yet been published. Mr. Howe will investigate and follow up. Commissioners Mulford and Schwartz explained that there is uncertainty among the subcommittee concerning the number and quality of the articles being prepared without feedback.

g. Website Review and Update

Mr. Howe will send a link once the new Sustainability Commission homepage is live online. Work on this content will continue for the foreseeable future.

7. OTHER

- a. Commissioner Hartsough requested information pertaining to the Community Pride Awards, which were due no later than July 31, 2023. Commissioner Schwartz discussed the method with which pictures are taken of the recognized properties. Mr. Howe confirmed that approximately 20 submissions were received but have not yet been reviewed; pictures will again be taken by a Public Works representative but greater care will be taken to knock and speak with residents before taking photos. A presentation event will soon be scheduled.

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- b. Commissioners requested information on the upcoming August 26th recycling event to be held at the Public Works Center. Mr. Howe will provide additional information in an email to the commission.

8. ITEMS IN REVIEW

- a. Sustainability Projects – Green Aggregation Civic Contributions
- b. Mayor’s Monarch Pledge
- c. Village Entryway Sign Landscaping

Mr. Howe provided a brief update that landscaping improvements at the pilot sign locations are on-hold.

- d. Green Business Program Refresh and Promotion
- e. Commission Annual Report/Sustainability Plan Status Update

Mr. Howe confirmed that the Public Works intern will be assisting in the review and preparation of this update.

- f. Right-of-Way Restoration Practices
- g. New Commissioner Onboarding Materials
- h. Commission Business Cards

9. ADJOURNMENT

This meeting was adjourned at 7:02pm.

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