



RICK KAHEN COMMISSION FOR RESIDENTS WITH DISABILITIES

September 21, 2022

7:00pm call to order
Training Room, Buffalo Grove Public Works

I. Welcome & Call to Order at 7:04pm

II. Roll Call

- a. **Commissioners Present:** Chair Judy Samuels, Vice Chair Marty Sussman, Commissioners Lexi Robinson, Gowri Magati, Mark Weiner, Donna Garfield, Matthew Dragon, Debbie Verson, Jack Shapiro, Dean Klassman
- b. **Commissioners Absent:** Commissioners Beth Shapiro, Avi Samuels, Larry Sweica, David Morton, Leo Njongmeta, Allie Zalay
- c. **Staff Liaison Present:** Evan Michel
- d. **Trustee Liaisons Present:** Trustees Andy Stein, Dave Weidenfeld

III. Approval of Minutes with Changes: August 17, 2022

- a. Motion: Vice Chair Sussman
- b. Second: Commissioner Robinson
- c. Favor: Chair Judy Samuels, Vice Chair Marty Sussman, Commissioners Lexi Robinson, Gowri Magati, Mark Weiner, Matthew Dragon, Debbie Verson, Jack Shapiro
- d. Opposed: None
- e. Abstain: Commissioner Donna Garfield
- f. ***Motion approved***

IV. Chair report

- a. Thank you for all the hard work with a successful BG Days!

V. Trustee(s) report (Andy Stein / David Weidenfeld)

- a. The Clove is about to be under construction!

VI. Staff Liaison report (Evan Michel)

- a. Director of Communications and Community Engagement Department (Mollie Gillespie) - update
 - i. Mollie is happy to come to a meeting once we have our Goals/Mission/Vision taken care of
 - ii. In the meantime, she is happy to have conversations offline to help get the word out and marketing for Bowling with Buddies on 10/20
 - iii. For Commissioners who want to set up a conversation with Mollie, please email Evan who will coordinate with Mollie to schedule the meeting
- b. Mariano Crosswalk sign missing - update
 - i. Conferred with Engineers and Code Director that this is not something required via the law
 - ii. The Village's Business Services Manager is going to speak with the business directly to see if we can understand why they made the change and see if it is a possibility to return the side
 - iii. Evan will provide an update again as soon as he has one
- c. NCH Handicapped parking - update
 - i. Memo is complete and being reviewed now before being sent to the Board
 - ii. Evan will have a final update for us at the next meeting

VII. Sub-Committee report

- a. **BG Days - Post Event Debriefing**

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- i. Buddy Baseball (Commissioner Klassman)
 - Round Robin commissioner feedback
 - Commissioner Klassman thanks everyone for their hard work
 - About 35-36 players and 40 buddies
 - Is there a way we can have people park on the street on Aptakisic again next year?
 - Chair Samuels - thank you to all for a great and successful event
 - (1) 39 t-shirts were handed out, 14 of which were mediums
 - (2) Main challenge with the t-shirts was their visibility and that individuals had to be redirected - we should investigate another system
 - (3) There was no one watching the parking lot, Chair Samuels stepped into this role last minute
 - (a) Can we allow government officials to park in the lot?
 - (b) Can we do this for the government officials who volunteer or support our RK-CRD?
 - (c) Buddies did not know about the off-site parking which caused some tension
 - (d) Overall a great event!
 - (4) We were told by Tara that there would be a Police Officer there to help with parking/directing traffic and there was no Police Officer present
- ii. Fun & Food (Commissioner Verson)
 - Round Robin commissioner feedback
 - Commissioner Verson
 - (1) Thank you to everybody for making it run so smoothly!
 - (2) Possible tweaks for next year: budget, too many sandwiches, do we need to serve lunch or can we do snack bags with non-perishables?, we need a more formal plan for if we want donuts (sanitary reasons, bags, etc.), request and vote on food prior to the meeting before the event - overall a great event!
 - Suggestion - if we are going to serve lunch, we could put out that we are serving 300 lunches to the first 300 registrants only?
 - Suggestion - do we want to reinstate charging families for more than 4 family members?
 - Staff Liaison Michel suggested discussing this event during our strategic planning meeting to think of ways we can get sponsorships for food or updating the event
 - Handicap accessible tent was great!
 - There was a large bee problem in the tent
 - Thank you to the BG Days Committee and Commissioner Verson for getting our RK-CRD volunteer's children passes to the carnival!
 - More signage that it was a private event *in the actual event*
- iii. Fun & Food Registration (Commissioner Robinson)
 - Event check-in participant Feedback
 - Commissioner Robinson ideas next year: close registration sooner, settings in Google Form to confirm submissions from the beginning, include address and parking information in form
 - Idea - provide food for only participants? - discuss at strategic planning as not all Commissioners agree with this idea
 - Location of the tent made us so far away from the event and the joy that was occurring
 - Idea - hire a budget-friendly food vendor! - discuss at strategic planning
 - (1) Can connect with Park District and BG Days Committee about the vendors and contracts
 - 351 total attendees

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- (1) 323 pre-registered
- (2) 28 registered at the event
- Next year change the registration form from “Name” to “First Name” “Last Name” so that we can sort by last name as opposed to first name
 - (1) Split up registration so that one person has “A-K,” etc. so it’s easier to check-in
- iv. Courtesy Shuttle - Driver Feedback
 - RK-CRD made the schedule for driving
 - Shuttles should be checked before we use them
 - We need signs on the carts, but not where they obstruct the drivers view
 - Are they metal carts? Could we get magnetic signs?
 - Because the tent was so far back, the Rotary did not have a way to contact drivers to come get participants - could the Rotary have a walkie talkie?
 - Golf cart schedule was created according to the carnival hours - there was not always someone at the Info Table to provide keys and access to the Courtesy Shuttle
 - (1) Because they added pancake breakfast and family walk it made it challenging for BG Days Committee Members to staff during some of those times
- v. Other BG Days related items not covered above
 - Commissioner Weiner wrote a thank you letter for companies, can we also get an official letter from the Village?

b. Buddy Bowling (October 20) (Commissioners: Weiner, Garfield, J. Shapiro)

- i. Bowlero in BG, 3 bowlers per lane
- ii. Our plan was to leave a few lanes open for any surprise walk-ins
- iii. We currently have 77 participants registered, registration has been closed
 - 12 heard about it from school districts, 10 heard from friends, 27 were returning Bowlers, 11 heard from fliers
- iv. Event is Thursday, October 20 at Bowlero
 - Commissioners should arrive at 4:45pm
 - Bowling is from 6-8pm
 - Registration will begin between 5:15pm and 5:30pm
 - Steve from Rotary will give a short welcome
 - Dinner at 6:30pm
 - (1) There will be 3 tables equally spaced between lanes
 - (2) Each table will serve 10 lanes
 - (3) Serving will be done by Bowlero staff
 - (4) Serving cheese and sausage pizza, chicken tenders, mozzarella sticks, soda
 - Participants will be awarded a trophy
 - (1) Quote for \$7.75 per trophy
 - (2) Commissioner Garfield will send the order to Staff Liaison Michel to place the order
 - Registration
 - (1) Three tables to register with 2 Commissioners per table
 - (2) Participants will be provided a wristband to signify they registered and can eat with no charge
 - (3) Point them to where to get shoes
 - (4) Sell wristbands for \$10 for those who brought the participants if they wish to eat
 - (a) Staff of group homes will be provided meals at no charge
 - (5) Waivers are online, there will be some available at the registration table in case of walk-ins

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- RK-CRD Roles:
 - (1) 6 at Registration
 - (a) Commissioners Magati, Sussman, Zalay, Klassman
 - (2) 1 Bowling Shoe Coordinator
 - (a) Commissioner Verson
 - (3) 1-2 Food Service Coordinators
 - (a) Commissioners J. Shapiro and B. Shapiro
 - (4) 1-2 Safety Coordinators
 - (5) 1 Door Greeter
 - (a) Commissioner J. Shapiro
 - (6) Commissioner Weiner will email out to ask absent Commissioners if they want to volunteer
- We will need about 200 wristbands, Staff Liaison Michel
- It would be great to have local media at the event to take pictures and take time
- It would also be great for the Village to advertise that the event is occurring
- Bowlero needs a deposit of \$500
- Bowlero did not raise the food price, which is very appreciated!
- Sponsors \$950 total
 - (1) Rotary will create the signage for the event, we will just let them know what we need on them

VIII. Unfinished Business

- a. Posters / Fliers to share information about our events (Commissioners Sussman and Robinson)
 - i. On hold until Mollie can attend a meeting

On Hold

- b. Revisit Mission, Vision and Goals (Commissioner Garfield)
 - i. November 16, 2022 meeting will be primarily focused on this effort.
- c. Business Decal [Window Cling-Ons] (Commissioners: Sussman, Zalay, A. Samuels)
- d. Commission website update (Commissioner Zalay)
 - i. Marketing person hired
- e. Continue discussion related to how our Commission can work with Planning and Zoning to be able to review and provide some input related to handicapped parking spots, etc (Vice Chair Sussman)
 - i. From the June 2022 meeting: Prior to this - we need to revise and review our Commission's mission, vision, and goals and determine if this is something we want to include as our goals. If so, a procedure and liaison for this role would need to be included.

IX. New Business

- a. Commissioner Klassman received an email from a resident about work being done in her neighborhood about medians going into a cul-de-sac with no curb cuts to go around / not through them - Staff Liaison Michel is in contact with engineering regarding the issue and will respond to the resident

X. Good and Welfare

- a. Commissioner Robinson's son is turning 5 on Friday!
- b. Healthy and Happy New Year to those who celebrate Rosh Hashanah!

XI. Comments from the Audience

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XII. Adjournment at 8:51pm

- a. Motion: Commissioner Verson
- b. Second: Commissioner Garfield
- c. Favor: Chair Judy Samuels, Vice Chair Marty Sussman, Commissioners Lexi Robinson, Gowri Magati, Mark Weiner, Matthew Dragon, Debbie Verson, Jack Shapiro, Donna Garfield, Dean Klassman
- d. Opposed: None
- e. Abstain: None
- f. ***Motion approved***

Next Meeting October 12, 2022

The Village of Buffalo Grove, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the ADA Coordinator at (847) - 459-2525 to allow the Village to make reasonable accommodations for those persons.