



MINUTES
HAMPSHIRE PUBLIC RELATIONS COMMITTEE MEETING
Trustee Fodor (chair), Trustee Kelly, Trustee Mott
August 12, 2021
7:00 P.M.

1. Call to Order at 7:06pm
2. Established Quorum – Present: Trustee Kelly, Trustee Mott, Trustee Fodor, Bill Rossetti, Mayor Reid, Village Manager Hedges
3. Approved meeting minutes of June 29, 2021. Motion to approve (Kelly), seconded (Mott). Approved 3-0.
4. Old Business
 - a. Progress on short-term goals, et al
 - i. Ask a5 for press release template at meeting on 8/13
 - b. Feedback on printed newsletter – great feedback from many residents
 - c. Other organizations with whom we should connect: we have a list and a draft of an email to send out, and can send out (with notification to the board at next meeting)
 - d. New Resident welcome packet – Jay will ask Linda to add language about contact form (QR code?)
5. New Business
 - a. Connection with outside entities – inform Board of intent to email invitation
 - b. Establishing connection between A5 and this committee – Reach out to Jay to arrange and to establish procedures and boundaries
 - c. Budgetary needs for FY2022 – two candidates brought forward, will ask to schedule the interviews Aug 26 (next PR mtg)
 - d. Newsletter topics for Sept billing cycle – suggestions include code enforcement, rake leaves, construction on 72, Did You Know section (all about Hampshire),
 - e. Julie Lane resident communication – will be handled by Public Works
 - f. Facts about the Village – to be included in resident communications
6. Other business
 - a. Trustee Mott will reach out to the Fire Dept to get info about hydrant adoption for next newsletter
 - b. PR Committee to come up with list of perennial/seasonal topics and schedule those
7. Adjourned at 8:13 (motion by Mott, seconded by Kelly, motion passed 3-0)

Attendance: By Executive Order of the Governor, No. 2020-10 and No. 2020-18, all public and public hearings for essential governmental services through May 30, 2020, may be held by video or tele-conference, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than 24 hours prior to the meeting and a link to participate will be sent to your e-mail address the day of the meeting, including all exhibits and other documents (the packet) to be considered at the meeting. Public Comment: Comments or questions may be submitted to the Village Clerk no later than 4:00 PM on the day prior to the meeting, by email to Lvasquez@hampshireil.org. Any written comments so received shall be noted in the minutes of the meeting