



**MINUTES
APPOINTMENT REVIEW COMMITTEE
MARCH 14, 2011, 4:30 P.M.
CITY MANAGER'S CONFERENCE ROOM
CITY HALL
100 STATE STREET
BELOIT, WI 53511**

Chair Henry Clement called the regular meeting of the Appointment Review Committee to order at 4:30 p.m.

1. Roll Call:

Committee Members Present: Henry Clement, Louise Reidenbach, Carolyn Hansen, Doris Forbes, Jane Threinen, Jim Van De Bogart

Committee Members Absent: Kevin Leavy

Staff: Pamela Lathrop

2. Minutes:

Minutes of the February 14, 2011 meeting were approved on a motion by Jane Threinen, second by Carolyn Hansen. Motion carried. Committee members commented on the follow up from the February meeting. More information was obtained from applicant Lauren Stephens, but Bess Davies' application was not received. They requested staff contact Ms. Davies to get her application on file (representing the Women's Golf Club).

3. Review of applicants for the following vacancies with recommendations to City Council:

Appointment Review Committee

An application was received from Lauren Stephens indicating Appointment Review Committee was her second choice.

Board of Ethics

As per the request of the Appointment Review Committee at the February meeting, staff contacted applicant Lauren Stephens to obtain more information to clarify her application. One of the committee members commented that she read an article about Ms. Stephens and her business, "On the Go Legal" in the paper.

Board of Ethics is Ms. Stephens' first choice of committees. Doris Forbes moved to recommend the appointment of **Lauren Stephens**, 206 Carpenter St., #3 (replacing Terri Burdick) for a term expiring December 31, 2011. Louise Reidenbach seconded and the motion carried by a vote of 3-2 (Jane Threinen and Carolyn Hansen voting "no").

The Appointment Review Committee asked Council Vice-President Van De Bogart what the Council reviews before appointing applicants to committees. He responded that the role of the Appointment Review Committee is to make recommendations and weed out the applications before they get to Council, as they don't have time to go through all of the applications that are submitted. He will mention to the Council that the vote was not unanimous.

Board of Review

Robert Wilks submitted an application requesting Board of Review as a second choice. His first choice is Disabled Parking Committee, and the Appointment Review Committee members would like to consider him for that committee. The vacancies on Board of Review are for "Alternate" positions.

Business Improvement District (Downtown Beloit Association)

No applications are on file.

Community Development Authority

There are several applications on file, but it was recently brought to the attention of the Appointment Review Committee that, per HUD rules, the CDA must have a resident of Public Housing serving on the board. Only one applicant fit that requirement.

Carolyn Hansen moved to recommend **Crystal J. Simpkins**, 241 Caldwell Ave. (replacing Cecelia Blackwell) to a term expiring December 31, 2014. Jane Threinen seconded and the motion carried.

Disabled Parking Enforcement Assistance Council

Carolyn Hansen moved to recommend **Robert E. Wilkes**, 1035 Pleasant Street, #3306 (replacing Darlene Wheeler) to a term expiring October 31, 2013. Doris Forbes seconded and the motion carried.

Equal Opportunities and Human Relations Commission

Jane Threinen moved to recommend **Matthew Finnegan**, 4745 E. Colley Rd. (replacing Thomas F. Ryan) to a term expiring June 30, 2013. Louise Reidenbach seconded and the motion carried.

Landmarks Commission

Carolyn Hansen moved to recommend **Shari Carley**, 729 Bluff St. (replacing Daniel Shea) to a term expiring October 31, 2011. Doris Forbes seconded and the motion carried.

Municipal Golf Committee

Ms. Bess Davies has not turned in an application, and the Appointment Review Committee members ask that she fills one out to have on file. Staff will follow up on this request. She is the new representative for the Women's Golf Club Committee.

Traffic Review Committee

No applications on file.

4. Member Participation

Jane Threinen asked how members of the Appointment Review Committee can encourage citizens to apply for committees. Henry Clement suggested asking people as we encounter friends and co-workers throughout the course of a normal day. Other ARC members agreed that more people need to get involved and that Mr. Clement's suggestion is well taken.

5. Citizen Participation

None

6. Adjournment

Louise Reidenbach moved to adjourn the meeting at 4:55 p.m. Doris Forbes seconded and the motion carried.

Henry Clement, Chairperson

Date

Louise Reidenbach, Vice-Chairperson

Date

Minutes are not official until approved by Appointment Review Committee.