

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IEE

Title:

Presentation of a Recommendation from Mayor Rogina to Approve Appointments of New Members to City Boards and Commissions, effective May 1, 2020

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: April 27, 2020

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

Request considerable consideration of appointments of new members to City Boards and Commissions to fill vacancies of respective positions noted in yellow on the attachment:

Timothy Kirsininkas – Historic Preservation Commission, 3 year term
Kaylynne Poremba – 708 Mental Health Board, 4 year term
Molly Bryant - 708 Mental Health Board, 4 year term
Barb Gacic – Housing Commission, 3 year term
Linda Paslay – Zoning Board of Appeals, 5 year term
Scott Swanson - Fire Pension Board, term expires April 30, 2021

Attachments *(please list):*

Bios of New Members
Appointments - City Boards & Commissions for 2020/21 (new members)

Recommendation/Suggested Action *(briefly explain):*

Presentation of a recommendation from Mayor Rogina to approve appointments of new members to City Boards and Commissions, effective May 1,

December 10, 2019

City of St. Charles
2 E. Main St.
St. Charles, IL 60174
Attn: Mayor Ray Rogina

Dear Mayor Ray,

I am writing to officially express my interest in joining and serving on a City Commission in the coming year. I have been a St. Charles resident since age five, and in my years of living and working in this beautiful community I have gained a strong interest in serving the City I grew up in and have come to love.

I was lucky enough to receive this initial opportunity not long ago, having served as your dedicated Communications Intern for two years. As a result of this experience, I made many meaningful connections and learned a significant amount about the inner workings of local government. During this time, I also took an interest in volunteering with the St. Charles History Museum, where I have been employed part-time since November of 2018 and full-time since August of 2019.

In addition to my community work experience with the St. Charles Paddlewheel Riverboats and St. Charles Public Library, I also have had the honor of serving on the America in Bloom – St. Charles Committee, contributing to the City's award-winning efforts in 2017 and 2018, and hosting the National Symposium this past year.

I also have had experience serving on the Non-Profit Board of Directors for Model Illinois Government, a statewide student-led educational initiative aimed at getting college students educated about and involved in State and Local Government.

Recently, I also became involved with the St. Charles Breakfast Rotary Club and River Corridor Foundation, as I look to continue volunteering and giving back to the community I love. It is my sincere hope that I can continue to carry and reflect the great pride we hold in our community through my actions and guidance in your service on a City Commission.

I hope that you will find my experience relevant and helpful as a potential Commissioner for the City of St. Charles. Please let me know if you need more information from me or would like to hold further conversation. I hope to be in touch with you soon.

Sincerely,

Timothy A. Kirsininkas
Proud Resident and Dedicated Community Servant



Timothy A Kirsininkas

EDUCATION

Northern Illinois University (2017)

Bachelor in Arts-Cum Laude

Communications & Media Studies, Minors in Journalism & Political Science

President, NIU Model Illinois Government

President, NIU College Democrats

Other: Public Relations Student Society, Lambda Pi Eta & Phi Theta Kappa Honor Societies

WORK EXPERIENCE

St. Charles History Museum

Marketing & Public Engagement Manager

November 2018 – Present

Create content for the museum's social media, website, and print/electronic newsletters to advertise upcoming events and programs. Plan educational programs and special events in cooperation with committees and the Executive Director. Regularly distribute press releases to local media. Take videos and photos at events.

St. Charles Public Library

July 2018 – August 2019

Communications Assistant

Administered social media, edited and distribute quarterly print and monthly electronic newsletter, promoted and staffed events, took video and photographs for library promotion.

City of St. Charles

Communications Intern

December 2016-May 2018

Administered social media, wrote and distributed news releases, updated the City website, wrote for and distributed the monthly print and electronic newsletters.

Other work experience: St. Charles Paddlewheel Riverboats (Deckhand/Social Media Manager 2010-2019), Michael Noland for Congress (General Campaign Intern 2015-2016), Wendella Boats (Deckhand, 2018)

VOLUNTEER/LEADERSHIP EXPERIENCE

Model Illinois Government

March 2017-April 2019

Lieutenant Governor, Attorney General

Responsible for retaining and recruiting member schools for the annual MIG simulation through regular communication with university faculty advisors. Created training content for first-year participants. Coordinated student lobbyists and journalists. Administered social media.

St. Charles History Museum

February-November 2018

Social Media Admin, General Volunteer

Worked with museum staff on communication efforts on social media, helped staff events.

NIU Model Illinois Government

October 2015-March 2017

President, Head Delegate

Helped re-establish Model Illinois Government as a student organization at NIU. Helped prepare and train students for the annual Model Illinois Government simulation in Springfield.

NIU College Democrats

October 2015-December 2017

President, Acting Vice President, Communications Coordinator

Organized and promoted candidate visits on campus. Helped organize and staff an October 2017 gubernatorial candidate forum.

Kaylynne Poremba
[REDACTED], Saint Charles, IL
[REDACTED]

April 2, 2020

Mayor Ray Rogina
City of Saint Charles

Dear Mayor Rogina,

I am submitting this correspondence to express my interest in becoming a member of the Saint Charles Mental Health 708 Board. It would be a privilege to help end the stigma associated with mental illness and connect those suffering with the resources available.

My 9 year career in child care and my role as a mother to three has helped prepare me for this position. By nature, I am a compassionate caregiver with a heart for those in need. For the last 2.5 years, I have poured my heart into cultivating an in home daycare centered around safety, positivity, and growth, and the results and parental feedback have been outstanding. I would love to offer a fresh perspective to the board and work to provide a similar sense of hope for the adult and young adult members of our community.

I appreciate your time and consideration for this position. If you would like to talk further, please feel free to contact me.

Sincerely,

Kaylynne Poremba

Kaylynn Poremba

Saint Charles, IL, 60174

PROFESSIONAL EXPERIENCE

Present
Aug 2017

Kay's Crew, Saint Charles, IL

In-Home Daycare Provider

- Keep records on individual children, including daily observations and information about activities, meals served, and medications administered.
- Support children's emotional and social development, encouraging understanding of others and positive self-concepts.
- Instruct children in health and personal habits, such as eating, resting, and toilet habits.
- Create developmentally appropriate lesson plans.
- Communicate with children's parents or guardians about daily activities, behaviors, and related issues.
- Provide a safe, nurturing environment filled with positivity to ensure children feel calm and comfortable.

Aug 2017
Sep 2012

████████ Family, Saint Charles, IL

Private Nanny

- Organize and conduct age-appropriate recreational activities, such as games, arts and crafts, sports, walks, and play dates.
- Model appropriate social behaviors and encourage concern for others to cultivate development of interpersonal relationships and communication skills.
- Work with parents to develop and implement discipline programs to promote desirable child behavior.
- Meet regularly with parents to discuss children's activities and development.

Apr 2012
Aug 2009

Firefly Grill, Effingham, IL

Bartender/ Head Server

- Serve food or beverages to patrons, and prepare or serve specialty dishes at tables as required.
- Train new hires on restaurants processes to maintain well established efficiency
- Control inventories of food, equipment, smallware, and liquor, and report shortages to designated personnel.

EDUCATION

May 2011

**Eastern Illinois University
Charleston, IL**

Completed coursework towards B.S. Business Management

Molly S. Bryant

CONTACTS

ADDRESS

██████████
Saint Charles, IL 60174

PHONE

██████████

EMAIL ME

████████████████████

Conference/Workshops Attended:

- Larry Ainsworth Presents:
Common Formative Assessment
2.0
- PLCs at Work Conference
- Co-Teaching Conference with Dr.
Marilyn Friend

Presentation Experience:

- APC Conference at Elgin
Community College "Team
Teaching: Integrating Levels of
Adult ESL Classes for the Benefit
of Students and Instructors"
- Faculty meetings on behalf of the
Reading Lounge and Special
Education Committees

Additional Positions Held in Education:

- Part-time ELA teacher at Ellis
Middle School
- ELA and social studies teacher at
Rotolo Middle School
- Instructional assistant at Batavia
High School

PROFILE

Excellent-rated educator known for engaging students in creative, well-planned and effective lessons that teach the Common Core Curriculum while incorporating social emotional learning and cultural awareness. Collaborative colleague who acts as a team leader and a contributing member of professional learning communities.

EXPERIENCE

2011 - current **Language Arts Teacher**

Geneva Middle School South, Geneva, IL

- Design units based on priority and supporting Common Core Standards in collaboration with my professional learning community—evaluating practices, redesigning, recreating, and then implementing the redesigned units/lessons/assessments.
- In partnership with co-teacher, differentiate instruction to meet the needs and goals of our students.
- Take part in professional development in the form of conferences, workshops, collaborative conversations, professional learning communities and by reading relevant educational texts.
- Maintain open communication with parents—focusing on their child and our common goals for them.
- Earned an excellent rating for last 3 evaluation cycles

2010 -
current

Adjunct Instructor ELL/ABEC

Elgin Community College, Elgin, IL

- Engage in a cycle of designing, creating, and evaluating lessons, units and assessments to meet the needs of adult ELL learners.
- Engage adult students in English language skills through listening, speaking, and reading activities and instruction.
- Integrate many forms of technology into lessons to provide students with the best opportunities for language acquisition.
- Rated as an 'excellent' instructor for the past 3 evaluation cycles.

EDUCATION

Chicago State University, Chicago, IL

Graduate coursework in special education, LBSI

Aurora University, Aurora, IL

M.A. in Teaching

College of Charleston, Charleston, SC

B.A. in Corporate and Organizational Communication

April 19, 2020

City of St. Charles
2 East Main Street
St. Charles IL 60174

Resume of Barbara Gacic

Re: Appointment to St. Charles Housing Commission

Barb has been a resident of the City of St. Charles since 1973. She and her husband Tom raised their daughters in St. Charles with Barb being actively involved in their many school and church activities and organizations as they were growing up. Their daughters, husbands and 2 grandsons now live out of state. Barb and Tom have been members of St. John Neumann Catholic Church since its inception in 1977 with Barb teaching CCD and various youth leader roles at the girls' various ages.

Having opened the St. Charles Dominick's in 1984 as the Non-Foods Department Manager Barb retained that position until 1990 when she moved on to another store. Barb's employment returned to St. Charles in 1997 when she became Office Manager for Sager, Maly, Haines & Co. LLP, the name being changed in 2011 to Jones, Sager & Company LLC where she worked until April, 2020.

Barb has been a member of the City of St. Charles 708 Mental Health Board since 2008 until present serving as Chair from May, 2012 to May, 2018.

- As chair oversaw board's allocation of City of St. Charles Equalized Assessed Valuation tax dollars to qualified 501(c) (3) organizations totaling \$2,671,901.00
- Researched and facilitated the contract of Northern Illinois University Non-for-Profit Strategic Planning Facilitator for analysis of board's current functions with focus on proactively identifying and developing short and long term goals.
- Directed implementation of strategic planning recommendations including developing Missions and Vision statements, updating Board By-Laws, updating agency Application for Funding form, defining initial rubric scoring of applications, and implementing online application submission,
- Invited and directed the board's mandatory agency attendance Bidders Meeting for the rollout of new application process
- Appointed various sub-committees as needed
- Represented the City of St. Charles at quarterly conferences of *the Association of Community Mental Health Authorities of Illinois* (ACMHAI). ACMHAI is a membership organization representing State Statutes defining 708, 337 and 553 Mental Health boards throughout the state of Illinois for networking as well as addressing the numerous Behavioral Health needs of Illinois' communities, townships and counties
- Voluntarily attended Kane County Mental Health Advisory Committee meetings (KCMHAC) as the committee evaluated various options of implementing a countywide 708 Mental Health Board

Barb holds a Bachelor of Professional Studies with a concentration in Psychology for Human Resource Professionals from Roosevelt University - January 2001

I am honored to be considered for the St. Charles Housing Commission appointment effective May, 2020.

Respectfully,
Barb

Barb Gacic

St. Charles IL 60174-3244

Mobile:

From: Dennis & Linda Paslay [REDACTED]
Sent: Wednesday, April 15, 2020 4:57 PM
To: Rogina, Raymond
Subject: Application for Zoning Board of Appeals vacancy

Dear Ray:

After speaking with Jim Holderfield regarding the vacancy on the Zoning Board of Appeals, I would like to submit my name for consideration.

As you may remember, my husband, Dennis, and I have lived in St. Charles' east side for six years. During that short time, we have formed an attachment to the people, businesses, landscape and progressive vibe of the city. Now that I'm retired, I would like to be a part of the momentum you and your administration have created and also help ensure that the original building blocks will still be protected.

Thank you for your time, Ray. I look forward to hearing from you.
Linda Paslay

**CITY OF ST. CHARLES
BOARDS & COMMISSIONS APPOINTMENTS
2020-2021**

<u>HISTORIC PRESERVATION COMM. (1994)</u>	<u>TERM EXP</u>	<u>MENTAL HEALTH BOARD (1995)</u>	
Tim Krisininkas	4-30-22	Kaylynne Poremba	4-30-24
Tom Pretz	4-30-22	Cheryl Denz	4-30-22
Kim Malay	4-30-22	Molly Bryant	4-30-24
Phil Kessler	4-30-22	Brian Travilla	4-30-22
Frederick Norris, Jr. (Chair)	4-30-21	Carolyn Waibel (Chair)	4-30-22
Dr. Steven Smunt (Vice Chair)	4-30-21	Ron Weddell	4-30-21
Pam Mann	4-30-21	Ron Silkaitis	4-30-21
<u>PLAN COMMISSION (1997)</u>		<u>HOUSING COMMISSION (2006)</u>	
Tim Kessler (Vice Chair)	4-30-24	Rita Anne Payleitner	4-30-21
Jennifer Becker	4-30-22	Jennifer Becker	4-30-21
Jeffrey Funke	4-30-22	Louis Dries	4-30-22
Peter Vargurlich	4-30-21	Barb Gacic	4-30-23
Tom Pretz	4-30-21	John Glenn	4-30-23
James Holderfield	4-30-24	Carolyn Waibel (School Board. Representative)	4-30-22
Laura Macklin-Purdy	4-30-22	Liz Eakins (Chair)	4-30-22
Todd Wallace (Chair)	4-30-22	Karrsten Goettel (Park District)	4-30-23
Suzanne Melton	4-30-22	Sean Baker	4-30-23
<u>YOUTH COMMISSION (1980)</u>		<u>VISITORS CULTURAL COMMISSION (1996)</u>	
Donna Clavelli	4-30-21	Sally Stancati	4-30-22
Diane Saylor	4-30-22	Sharon Spero	4-30-22
Jayme Muenz	4-30-21	Anne L. Becker (Chair)	4-30-23
Marianne F. Weick	4-30-22	Larry Maholland	4-30-23
Daniel Kelly	4-30-21	Scott Corbin	4-30-21
VACANT	4-30-21	Jodi L. Manthei	4-30-21
Jim Diorio	4-30-22	Jamie Swenson	4-30-22
Lara Kristofer (Secretary)	4-30-22	Kathy Melone	4-30-23
Cliff Hime (Treasurer)	4-30-22	Sue Klinkhamer	4-30-21
Colleen Weise	4-30-21		
<u>NATURAL RESOURCES COMMISSION (1988)</u>		<u>ZONING BOARD OF APPEALS (1976)</u>	
Thomas Galante	4-30-24	James Holderfield	4-30-23
Ryan Johnson	4-30-22	VACANT	4-30-22
Kathy Brens	4-30-24	Scott Buening (Secretary)	4-30-21
Suzi Myers	4-30-22	Bryan Wirball	4-30-22
Angela Churchill	4-30-24	Linda Paslay	4-30-22
Pam Otto	4-30-22	Elmer Rullman III (Chair)	4-30-25
Ralph Grathoff (Chair)	4-30-22	Steven Spurling	4-30-25
VACANT	4-30-24		
Lee Haggas	4-30-22		
Loren Nagy	4-30-22		
Heather Goudreau	4-30-22		
Jillian Leturno (Student Member)	4-30-21		
Andrew Diorio (Student Member)	4-30-21		
Vacant (Student Member)	4-30-21		
Claire Norman (Student Member)	4-30-21		

Commission term renewed
New Appointment to Commission/Board

BUILDING BOARD OF REVIEW		BD. FIRE & POLICE COMMISSIONERS	
(2009)		(1987)	
Tom Ritchie (General Contractor)	4-30-22	Keith Rollins (Chair)	4-30-23
Dan Marshall (Architect)(Chair)	4-30-22	John Kennedy	4-30-21
Dan Hartel (Fire)	4-30-23	Anthony Stancati	4-30-23
Mark Marion (Electric)	4-30-23	Patrick Reed	4-30-22
John Wagner (Plumbing)	4-30-23	Geoff Pretkelis	4-30-22
POLICE PENSION BOARD		FIREMEN'S PENSION FUND BOARD	
(1997)			
Steve Heike	4-30-22	*Anthony Centimano	4-30-20
** Tim Beam	4-30-22	*Steve Siwy	4-30-20
*Brooks Boyce	4-30-21	Lance Maxwell	4-30-21
Chris Mlnick	4-30-21	Scott Swanson	4-30-21
Chief Jim Keegan	4-30-22	Chris Minick	4-30-21
*Elected by Police Dept.		*Elected by Fire Dept.	
**Elected by Retirees		**Elected by Retirees	

Commission term renewed

New Appointment to Commission/Board

TERM LENGTH PER BOARD/COMMISSION

Board of Fire and Police Commissioners	3 years	Natural Resources Commission	4 years
Building Board of Review	3 years	Plan Commission	4 Years
Corridor Improvement Commission (Dissolved 2001 – 2019)	3 years	Police Pension Board	2 years
Firemen's Pension Fund Board	3 years	Visitors Cultural Commission	3 years
Historic Preservation Commission	3 years	Youth Commission	2 years
Housing Commission	3 years	Zoning Board of Appeals	5 years
Mental Health Board	4 years		