

**CITY OF WARRENVILLE**  
**INCLUSION, DIVERSITY, EQUITY, AND AWARENESS COMMISSION**  
**REGULAR MEETING**  
Tuesday, April 18, 2023  
7:00 pm

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Chair Krischel.

**B. ROLL CALL**

PRESENT: Chair Amy Krischel, Commissioners Megan Legler, Rachel Wood, Sara Phalen and Robin Pelfrey;

ALSO PRESENT: Ex-Officio members Diana Abraham (WPLD); Council Liaison Bill Weidner; Staff Liaisons Paula Krapf and Mariana Ochoa

ABSENT: Ex-Officio member Limaris Pueyo (CUSD200), Joe Levy (WFPD), Matt Odom (Warrenville Park District), Commissioner Allison Rojas

**C. CITIZENS' COMMENTS**

None.

**D. APPROVAL OF THE JANUARY 17, 2023 MINUTES**

A motion was made by Commissioner Wood to approve the March 21, 2023 minutes. Motion was seconded by Commissioner Legler. The motion was unanimously approved.

**E. STAFF REPORT**

1. Staff Liaison Ochoa shared that Commissioner Davidson has submitted their resignation from the Commission.
2. Staff Liaison Ochoa shared that progress has been made on the tablecloth order for the Commission. We will be utilizing traditional Warrenville branding and logo with our Commission listed underneath. The tablecloth will be black with white lettering. The timeline for the tablecloth completion is 1 week from the date that we place an order.
3. Staff Liaison Ochoa informed the Commission that Tabitha Deno has been interviewed for the vacant commissioner seat.
4. Staff Liaison Krapf shared that the City survey has closed. Response was good from both the targeted and open survey.

**F. BUSINESS OF MEETING**

1. DISCUSSION OF RECRUITMENT FOR IDEC AND OTHER CITY BOARDS

Ideas were put forth by the Commission to increase awareness of this and other City Commissions, with a goal of increasing and diversifying the City's volunteer base. The following ideas were put forth:

- Highlight volunteers on a monthly basis via social media and other means
  - A survey will be drafted and distributed to the various Commissions. Each Volunteer Highlight will be drafted and ready for posting prior to the

initiation of the campaign to ensure adequate post volume and to ease the burden of posting.

- Initial questions include:
  - Why do you volunteer with the City of Warrenville?
  - What encouraged you to volunteer for a City Commission?
  - What aspect of your service do you enjoy? What about your role speaks to you?
  - Time commitment?
- Have paper applications available at local events
  - Applications will be printed and available at the Multicultural Fest in June
- Network with WWSHS Government and Speech clubs to increase awareness and to recruit a student volunteer
  - Chair Krischel will determine the various related clubs at WWSHS. Contact will be made to invite students to attend during IDEC meetings throughout the summer with the campaign to recruit being initiated early next school year.

2. STATUS UPDATE ON COMMUNITY ART PROJECT IDEAS

Commissioner Phalen shared that the commissioned piece of art that will be housed in the library is still in the planning stages. The art project is being commissioned by an artist in Mexico City. Once decided, the piece will take a minimum of three months to commission.

3. STATUS UPDATE ON CITY HISTORY RESEARCH FOR WEBSITE UPDATE

Commissioner Phalen shared that Warrenville's history from the 2000's through present is robust enough to share the diversity present in Warrenville's history. The goal would be to curate a history that would encompass a larger length of time to aid in a more well-defined, diverse history of Warrenville on the City's website as well as updating the hallway within City Hall that highlights the City's history.

4. FORMATION OF WORK GROUPS FOR OBJECTIVES AND TRAINING

The Commissioners reviewed each objective and created action steps where appropriate. The following assignments/action steps were created:

- Commissioners Wood and Pelfrey will draft an informational piece to include in the HOA newsletters throughout Warrenville.
  - Council Liaison Bill Weidner suggested that the informational piece also be posted on the bulletin board of the renovated Prairie Path trail head
- Commissioner Wood has priced supplies needed for the Multicultural Fest kindness rock project. She will follow up with the next steps and orders.
- Staff Liaison Krapf informed the Commission that the website does not currently list the Commission's email. She will be adding the email to the website, which will then negate the need to alter the current postcards.
- Commissioner Pelfrey will initiate a search for available DEI training and will report back with available training and pricing.

**G. COMMISSIONER COMMENTS/REPORTS**

Ex-Officio member Diana Abraham shared that the library will be hosting training pertaining to Autism and gaining a better understanding. All are invited to attend the training scheduled for April 25, 2023 at 7:00pm. Training is being presented by Little Friends.

**H. ADJOURN**

A motion was made by Commissioner Wood to adjourn the meeting. Seconded by Commissioner Legler and passed unanimously. The meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Commissioner Legler