

**Town of La Pointe
Community Awards Committee
April 21, 2016**

Members present: Elizabeth Ellis, Chair; Glenn Carlson, and Gary Rieman by speaker phone.
Members absent: Suellen Soucek
Town Staff present:
Public present:

1. Call to order.

The Community Awards Committee meeting called to order by Elizabeth Ellis, Chair at 4:35pm on April 21, 2016 at the Town Hall. A quorum of the committee is present as reflected in the members listed above.

2. Public Comment.

No comment. Elizabeth did post a notice on Facebook and at the Library that this committee welcomes and needs new members.

3. Minutes of the following meetings to be considered for approval:

A. March 3, 2016.

Motion by Glenn to approve the minutes of the March 3, 2016 meeting as presented. Second, Gary. All in favor, all aye, motion carried.

4. Recommendation to the Town Board: Changes to the Community Awards Committee By-Laws.

Question if the objective of the awards was recognition or to promote more volunteerism.

Discussion. There is no indication to encourage or recruit more volunteers in the 2012 resolution to form the committee. By giving people positive recognition you are doing it as much to make them feel good as to encourage examples for the community.

What this committee is doing is facilitating a formal volunteer recognition process vs. an informal recognition. An informal process would be to send cards or say thank you. A formal process is why this committee was formed: to recognize people in our community who go above and beyond and generally do not want to be recognized or praised. This is a perfect way to say that we, as a community have noticed and it is important to us to say thank you.

One of the issues is the number of members on the committee. We are a small community and everyone is doing two or more somethings as a volunteer or committee or board member. We would not want this committee to dissolve or go away because there are not enough members. We have the plaques up; we have processes in place and committee bylaws. The question is, do we need a committee with formal official members or do we need a person, a leader, a chair to head this effort for however long who would recruit volunteers to become a part of a group who would review applications, make a recommendation to the Town Board and then disband for the rest of the year. We are proposing to have five members on the committee, we have four, and we may not get five.

Agreement that the committee needs to be formalized.

Suggestion to say the number of committee members will be "up to five" members.

Discussion and changes to the Community Awards Committee Bylaws as amended May 27, 2014 as follows:

- 1.1 Change to committee composed of “up to five members”
- 1.2 Change to “beginning August 1 terminating July 31st.”
- 1.3 Start 1.3 with “A majority of the committee members”
- 1.4 Committee chair and vice chair term shall be for one year.
- 2.1 Keep as written.
- 2.2 Remove individual, organized group or unorganized group and replace with “community member or group.”
- Strike 3.1 as written and replace with “3.1 Nominations may be made by any community member. Each Nominator may make multiple nominations per category per year.”
- Strike 3.2 and 3.3.
- Strike 3.4 and replace with 3.2: “A person or group may be nominated in multiple years. Until a nominee receives an award, they may be considered for subsequent year award.”
- Strike 3.5 and replace with “3.3: “Nomination Forms will be available at Town Hall and website.” A narrative describing the event, actions work or efforts of the nominee must accompany nominations sent to the Awards Committee. The Committee may ask for addition information from the nominator.”
- Elizabeth will meet with Micaela, Town Clerk in regards to the Community Awards Committee portion of the Town website.
- Strike 3.6 and replace with 3.4: “Nominations may be made throughout the year. The Community Awards Committee will review nominations, including prior year nominations and make recommendations to the Town Board no later than October 31 of each year. The Town Board will review and act on the recommendations.”
- Strike 3.7, 3.8 and 3.9.
- Add 3.5: “A Nominator who is serving on the Committee need not excuse themselves from discussing or voting on a nomination that they bring to the Committee.”
- 4.0: Categories of awards: strike “four” and replace with “three”.
- 4.1: Change “a yearly” to “An annual”. Replace “citizen” with “community member” and add after initiative to “selflessly and voluntarily perform beyond expectation to provide service for the good of the community.” Strike the remainder of the sentence.
- 4.2 Change “a yearly” to “An Annual”, strike “one citizen” and replace with “community member”. Strike “for” replace with “of their”.
- Question if people would think a community member is a voting member of the town.
- Agreement that if you are on the Island you are considered a community member. After all, we are an island and we do have boundaries. If you are on the island, you are a member of the community and you can nominate.
- Delete 4.2.1; 4.2.2 and 4.2.3.
- 4.3.1: Strike “for” replace with “to”; strike “Town of La Pointe citizens”. Strike last sentence. This will remove the requirements of being a resident at the time of service. In order to be included on the Roll of Honor documentation is needed to show that the person nominated has served. The name of the person nominated for the Roll of Honor will then go to the Town Board for approval.
- Roll of Honor honorees will be formally honored at the Fourth of July ceremony and their name added to the large Roll of Honor plaque.
- 4.3.2 is struck and replaced with: 4.4: “The Committee is responsible for upkeep of all award plaques and displays located at Town Hall.”

4.4 Honorable Mention is struck and replaced with: “4.5 The committee may pursue additional forms of recognition from other available sources in order to recognize exemplary service by community members, groups or organizations.”

There are examples of other types of awards such as the list on the National EMS Awards of Excellency website. There are cash awards, newcomer awards, good deed awards, etc. These awardees can be announced at the Fourth of July ceremony.

Glenn will leave a marked up copy of the changes to the by-laws under the tape recorder.

Elizabeth will follow up with the changes; attend the April 26th Town Board meeting and also meet with Micaela about the Community Awards section on the Town website.

Motion by Glenn to recommend to the Town Board the adoption of the amendments to the bylaws as we have agreed to today. Gary will second with the inclusion in these minutes thanking Glenn and Elizabeth for their work in these long winter months by working on these bylaws. All in favor, all aye, motion carried.

5. How can we recognize people for important first steps to offer exemplary community service?

Covered in by-law discussion.

6. Independence Day Ceremony.

Glenn has approached Max, Chamber Director in regards to the Fourth of July ceremony. Glenn has taken a draft of the wordage that will be on the Federal and State plaques to Marina Lachecki for her review. Glenn will contact US Senator Tammy Baldwin, State Senator Janet Bewley and State Representative Beth Meyers. Glenn will ask Joe Crawford to contact US Representative Sean Duffy.

7. Set Next Meeting Date and Agenda.

Agreement to meet in June.

8. Adjourn.

Motion by Glenn to adjourn, second, Gary. All in favor, all aye.

Meeting adjourns at approximately 5:35pm.

Minutes taken from recorder and respectfully submitted by Kathy Erickson, Clerical Assistant.
Minutes approved as presented May 24, 2016