

Communications Committee Meeting
Tuesday, June 28, 2022 - 10:00 A.M.

Ela Town Hall – Upper Level Conference Room
1155 E. Route 22 Lake Zurich, IL

MEETING MINUTES

1. Call to Order: Supervisor Palmblad called the June 28, 2022 Communications Committee meeting to order at 10:06 a.m.
2. Roll Call: Present were Supervisor Palmblad, Assessor Herr, Assistant Director Dalbec, and Administrative Coordinator Case. Director Dillon, Director Marx, and Administrative Coordinator Mendocha were absent.
3. Old Business: Administrative Coordinator Case mailed 102 new resident guides on June 4, 2022. Content for the July 4 and 18 E-Blasts is due to Administrative Coordinator Case on June 29, 2022. Township Tuesday on June 14 & 28, 2022 focused on the Bus Department. A general bus service informational flyer was used for the department spotlight on the 14th. There was nothing posted for the employee spotlight on the 28th due to the lack of a new employee to spotlight. July 12 & 26, 2022 Township Tuesday will highlight the Health & Wellness Department. The summer banner at the Community Center was installed by the Highway Department.
4. New Business: None at this time.
5. Schedule Next Meeting: July 26, 2022 at 10:00 a.m.
6. Adjournment: Supervisor Palmblad adjourned the meeting at 10:24 a.m.

Respectfully Submitted: Administrative Coordinator Case

Ela Township

July 5, 2022