

**PRESIDENT' MESSAGE TO THE MEMBERS, PROVIDING  
GUIDANCE AS TO THE EXISTENCE, MEMBERSHIP, AND DUTIES  
OF COMMITTEES**

As President of Rogers Park Community Council I inherited certain committees created by my predecessor(s), and may in the future either dissolve committees or create new committees to address issues of interest to the Council. Accordingly, it is important to draw the members' attention to governing Bylaw provisions that impact that role, and to afford guidance to those who have or will volunteer for service on a committee.

The Bylaw sections governing my role in this regard include the following:

**ARTICLE X: OFFICERS AND EXECUTIVE BOARD**

...

**C. Duties of Officers and FCC representative:** Officers shall perform all the duties of the office they hold and such duties as may be assigned by the Council President or person acting in that position.

**1. President.** The President Shall:

- a. Preside at all meetings of the Council and Executive Board.
- b. Generally provide leadership regarding the Council.
- c. Establish Meeting Agendas.
- d. Ensure the bylaws are followed and enforced.
- e. Be an ex officio member of all committees except the nominating committee.
- f. Establish committees to meet the needs of the Council.

The immediate past President created or recognized the following committees:<sup>1</sup>

**A. The Merrill Field Air Traffic Committee.** The subject matter is noise and use at Merrill Field. I am only aware of Jim Richardson as a member and, I assume, chair of that committee. Please advise if others wish to be named.<sup>2</sup>

**B. The Crime & Safety Committee.** The subject matter is crime generally and homelessness. I understand that Gretchen Cuddy, Linda Chase and Julie Bleier were appointed to this committee. I am unaware of any chair of that committee, and welcome discussion with the members in that regard.

---

<sup>1</sup> These labels are my own, referencing the subject matter. They may not be the exact name used in the past. My understanding is that each was the creation of the President at the time the committee was established, whether Marilyn Pillifant or her predecessor, Iris Matthews.

<sup>2</sup> I understand that Tom Crowley, Paul Reich, and Steve Nelson have previously expressed interest in this issue.

**C. The Midtown Traffic Congestion Committee.** The subject matter is as the name implies, addressing government plans to alter the roadways, particularly related to the New Seward Highway but also arterial ways serving that corridor. I understand that Dave Evans was appointed to this committee.<sup>3</sup>

**D. The Alley Service Committee.** The subject matter is the maintenance of garbage and recycling pickup in the alleyways. I understand that past committee members included Iris Matthews (since moved away), Clare Boersma, and Dave Evans. This committee has been dormant as alley pickup has been achieved. The issue may foreseeably resurface over the winter if trucks have trouble navigating the alleys and accessing containers. Clare is the committee chair, absent notice to me of a different arrangement.

Each of these committees exists by designation of the President. The type, nature and duties of these committees are determined by the President, pursuant to the Bylaws. It appears that the general membership continues to benefit from the work of these committees. Accordingly, as President I ask that each continue its work until further notice, subject to the following instructions.

**1. Each committee exists solely for the benefit of the Rogers Park Community Council and is accountable to the Council.**

**2. Each committee is solely to address the issue(s) for which each was created.** If a committee wishes to alter its role, that request should be made in writing to the President, who will record any change in scope or function and report that change to the members.

**3. Each committee consists only of members appointed to the committee by the President.** If others wish to be committee members, they may make that request to the President, who may add them as members at his discretion, making a record of that fact. Meanwhile, non-designated attendees at committee meetings are invitees. Their input is welcome to the extent of authorized committee business but they are not committee members absent designation as such by the President. Each committee should provide the President meaningful advance notice of meetings, as a matter of transparency to the Council and because the President is an ex officio member of each committee.

**4. Each committee should maintain a record of its meetings and activities,** providing copies to the President and Secretary. Similarly, each committee is to **report to the President, preferably each month and in writing,** summarizing pending issues or

---

<sup>3</sup> Steve Lewis and Marilyn Houser have also expressed an interest in attending DOWL/DOT presentations on this. If they would like to be members of the committee, they may make that request to me as President. DOWL and DOT presently prefer no more than two members from each invited community council, but may consider a third seat.

activities. E-mail communication is fine. I ask that each do so before each monthly board meeting, which historically occurs one week before the monthly general meeting (2nd Monday of each month).<sup>4</sup>

**5. Committees will not be called upon to make a presentation to the members each month, and will likely be included in the Agenda of the general meeting only to the extent that pending issues warrant a place on the Agenda. The monthly written report will assist in making that determination each month.**

6. No committee or committee member is permitted to withhold information from the Council, and no committee or member is permitted to use its/his/her role for political purpose or gain. Bylaws, Art. V, section H. Rogers Park Community Council does not endorse or denounce political candidates or officeholders. Rather, its role is to communicate cooperatively with local government as to issues that the members have duly considered and voted on.

**7. No committee or member is permitted to state the position of Rogers Park Community Council, or suggest that they speak for Rogers Park Community Council, except: 1) by express delegation by the President, in writing<sup>5</sup>; and 2) only to the extent of a position duly voted on by the members and supported by the record of the Rogers Park Community Council. The governing Bylaw provision is as follows:**

#### **ARTICLE IX: VOTE RECORDING AND OFFICIAL CONTACTS**

...

B. Verbal, Written Testimony and/or Correspondence.

1. No officer or member shall commit the Council to a position that has not been voted on by the Council in a regular or special meeting.
2. The President or the President's designee shall be charged with verbal, written testimony or correspondence on any council vote or position.
3. Such communications shall include:
  - a. The date and type of meeting in which the issue was considered
  - b. A clear statement of the question voted on
  - c. The number of members present and voting record under A of this section [*requiring a record of who made a motion, who seconded it, the number of voting members present, the number of yeas, nays and abstentions, as we record on Resolutions*].

---

<sup>4</sup> We are currently looking at the possibility of meeting ten days before the monthly general meeting, but that is not yet established.

<sup>5</sup> Again, e-mail can afford that written record.

Appointment to a committee is not authorization to speak for the Rogers Park Community Council, although the President may from time to time authorize a committee chair or member to do so, confining statements to matters duly voted on by the members and supported by record of the Rogers Park Community Council.

A handwritten signature in black ink, appearing to read "Jim Wright". The signature is stylized with a large, looping initial "J" and a long horizontal stroke extending to the right.

Jim Wright  
President, Rogers Park Community Council