

**Village of Woodstock
Board of Trustees Special Meeting
March 29, 2024
9:00 am
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Bill Corson, Frank Horneck, Eric Duffy, Nikki Levakis, Jill Davies, Lisa Lawlor

A. Call to order

1. Chair McIlroy called the Trustees meeting of March 29th to order at 9:00 am.

B. Citizen comments – none.

C. Additions to & deletions from posted agenda

1. Addition – Designating a new signer for the warrants since Bill, who has been the signer, will be stepping down as a Trustees.
 - a. Discussion ensued regarding the designation of a new warrant signer.
 - b. Jeffrey suggested Frank as a potential candidate, highlighting the learning curve involved.
 - c. Bill offered to provide training to the designated signer and expressed his availability to guide them through the process.
 - d. It was proposed that Trustees could sit in on the training session to familiarize themselves with the process and ensure continuity in case of absences.

D. Discussion on procedure to fill vacant Trustee position

1. Seton emphasized the importance of transparency.
2. The Trustees discussed the vacancy and the procedural requirements for filling it.
3. Eric confirmed that the vacancy is required to be posted within 10 days of the resignation, but that the State does not specify the exact process, leaving it to the Trustees to determine.
4. Discussion ensued regarding the process of filling the vacancy.
5. There were differing opinions on whether to follow a formal interview process or to appoint a candidate directly, considering recent election results.

Motion: by Jeffrey Kahn to appoint Lisa Lawlor to the Board of Trustees until March 2025.

Seconded: by Brenda Blakeman.

Vote: 2-2-1, failed. (Jeffrey for, Brenda for, Seton against, Frank against, Bill abstained).

Motion: by Chair McIlroy to go through the formal process to announce the vacancy and allow people to apply and interview applicants.

Seconded: by Frank Horneck.

Vote: 2-2-1, failed. (Seton for, Frank for, Jeffrey against, Brenda against, Bill abstained).

Motion: by Chair McIlroy to have another Village election for a new member.

Seconded: by Frank Horneck.

Vote: 2-3-0, failed. (Seton for, Frank for, Jeffrey against, Brenda against, Bill against).

6. With no consensus on the appointment process, it was suggested to post notices in public spaces, inviting interested individuals to apply for the vacant Trustee position.
7. The deadline for applications was set for the end of the business day on April 1st.
8. Eric clarified the procedure for applying and emphasized the need for applicants to submit their interest by the specified deadline.

Motion: by Bill Corson to post the opening with a deadline to apply as 4:00 pm on April 1st.

Seconded: by Jeffrey Kahn.

Vote: 5-0-0, passed.

9. The Trustees proposed that moving forward, they should have a process that is consistently followed to avoid these issues.

E. Other business

1. The Trustees expressed their gratitude to Bill for his service.

F. Adjournment

Motion: by Chair McIlroy to adjourn the meeting at 9:33 am.

Seconded: by Jeffrey Kahn.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Levakis*