

**VILLAGE OF ELWOOD**

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**ORDINANCE NO. 1017**

**AN ORDINANCE REGULATING SOLICITING WITHIN THE VILLAGE OF ELWOOD**

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**ADOPTED BY  
THE BOARD OF TRUSTEES  
OF THE  
VILLAGE OF ELWOOD**

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**PASSED AND APPROVED BY  
THE PRESIDENT AND BOARD OF TRUSTEES  
THE 23rd DAY OF OCTOBER, 2013**

**ORDINANCE NO. 1017**

**AN ORDINANCE REGULATING SOLICITING WITHIN THE VILLAGE OF ELWOOD**

**WHEREAS**, the Village of Elwood (the "Village") is a municipality organized and operating pursuant to the laws of the State of Illinois, including but not limited to the Illinois Municipal Code (the "Code", 65 ILCS 5/1-1-1 et seq.); and

**WHEREAS**, the Village is a "Home Rule Unit" as provided in Article VIII of the Illinois Constitution; and

**WHEREAS**, the Board of Trustees of the Village (the "Board of Trustees") acknowledges that some forms of soliciting constitute a desirable and constitutionally protected method for the dissemination of information to the public; and

**WHEREAS**, however, in the interests of public safety and to avoid unnecessary nuisance to residents of the Village, the Board of Trustees wishes to regulate soliciting within the Village as set forth in this Ordinance.

**NOW, THEREFORE, Be It Ordained** by the President and Board of Trustees of the Village of Elwood, Will County, Illinois, as follows:

**Section One.** The Board of Trustees finds the above recitals to be true and correct, and incorporates them here as if written here in full.

**Section Two.** The Board of Trustees finds it to be in the best interest of the Village to require licensure of any person seeking to solicit within the Village in the following categories:

Category I. Solicitation of business and contributions on highways and streets

Category II. Not-for-profit solicitations

Category III. Canvassers and for-profit solicitors

Category IV. Peddlers and itinerant merchants

**Section Three.** The Board of Trustees hereby imposes the following limitations and

regulations on soliciting within the Village:

**ARTICLE I - SOLICITATION OF BUSINESS  
AND CONTRIBUTIONS ON HIGHWAYS AND STREETS**

**Section 1.1 - Solicitation of business prohibited.**

No person shall stand on a highway or street for the purpose of selling merchandise to or soliciting business or employment from the occupant of any vehicle.

**Section 1.2 - Solicitation of contributions.**

- (A) No person shall stand on a highway or street for the purpose of soliciting contributions from the occupant of any vehicle except when the person is doing so pursuant to a permit issued to a soliciting agency that complies with the conditions set forth in subsection (B) of this Section.
  
- (B) The Village Clerk shall issue a permit to a soliciting agency that meets all of the following requirements:
  - 1) Registered with the Attorney General as a charitable organization as provided by 625 ILCS 5/11-1006; and
  - 2) Engaged in a statewide fundraising activity; and
  - 3) Liable for any injuries to any person or property during the solicitation which is casually related to an act of ordinary negligence of the soliciting agent, and the soliciting agency shall file with the Village with its application for a solicitation permit a certificate of insurance showing liability insurance in the minimum amount of three hundred thousand dollars (\$300,000.00) for personal injury per occurrence and one hundred thousand dollars (\$100,000.00) for property damage during the period of requested solicitation, and the Village shall be named as an additional insured on the certificate.
  
- (C) The soliciting agency shall be subject to the following conditions:
  - 1) Any person engaged in solicitation on behalf of the soliciting agency shall be at least sixteen years of age and shall wear a high visibility vest approved by the Village.
  - 2) No more than one solicitation permit shall be issued by the Village to a soliciting agency for each calendar year. The permit shall be good for no more than two days. The two days need not be consecutive days.
  - 3) Soliciting pursuant to a permit shall take place only at intersections in travel lanes where the traffic has come to a complete stop.
  - 4) Each solicitor shall wear some type of identification card which clearly displays the name of the soliciting agency.
  - 5) No more than one (1) soliciting agency shall be authorized to solicit at a particular intersection.
  - 6) Solicitation shall take place during daylight hours only.
  - 7) The soliciting agency shall be required to file an application for a permit on a form approved by the Village, apply for any other solicitation permits that

may be required by any applicable law or ordinance, and pay a fee in the amount of \$50.00, or the amount contained in the Village's general fee ordinance, which shall control in the event of a conflict with this Ordinance.

**Section 1.3 - Distribution of literature.**

No person shall stand on a highway or street for the purpose of handing out pamphlets and distributing literature to the occupant of any vehicle.

**ARTICLE II - NOT-FOR-PROFIT SOLICITATIONS**

**Section 2.1 - Scope.**

Except as stated below, this Article encompasses all not-for-profit solicitations of presents, gifts of money or promises upon any public street or sidewalk, in any public place and door to door in residential and multifamily residential areas of the Village.

This Article does not apply to any church, congregation, religious society, sect, group or order which solicits funds or distributes information for religious purposes, or any organization which solicits funds or distributes information solely from its own members or from its own assemblies not using public streets or public places for such purposes. This Article also does not apply to any solicitation of funds or distribution of information by or on behalf of a candidate for political office.

**Section 2.2 - Permit required.**

It shall be unlawful for any person subject to the requirements of this Article to solicit, either in person or by agent, upon sidewalks, in any public place, or door to door in residential or multifamily residential areas of the Village, subscriptions for charitable, athletic, educational, patriotic, political, or any other not-for-profit organization or purpose, whether presents, gifts of money or promises are sought, without first having secured a permit therefor.

**Section 2.3 - Application for permit; who may execute application.**

Applications for permits required by this Article shall be made to the Village Clerk. Each application must be signed by the president or other chief officer of any organization applying.

**Section 2.4 - Prerequisites to issuance of permit.**

The Village Clerk shall issue a permit required by this Article only upon satisfactory proof of the following:

- (A) That the applicant is recognized as a charitable or not-for-profit organization by either the State of Illinois or the United States of America.
- (B) That the applicant has placed on file with the Village Clerk a list of its officers, together with the name(s) of the individual(s) who will be in charge of the solicitation(s) within the Village.
- (C) That the applicant has paid a fee in the amount of \$50.00, or the amount

contained in the Village's general fee ordinance, which shall control in the event of a conflict with this Ordinance.

- (D) That the applicant has obtained insurance providing coverage for bodily injury liability in the amount of one hundred thousand dollars (\$100,000.00) for any individual and three hundred thousand dollars (\$300,000.00) for any occurrence and for property damage liability in the amount of one hundred thousand dollars (\$100,000.00). Said policy shall name the Village of Elwood as an additional insured.

**Section 2.5 - Time of application.**

Application for a permit to solicit under this Article must be made no less than four (4) calendar weeks in advance of the date selected.

**Section 2.6 - Limits on permits.**

- (A) No organization shall conduct more than one solicitation day per calendar year within the Village.
- (B) No more than one organization shall be permitted to solicit on a given day. Dates will be assigned by the Village Clerk on a first come, first served basis.
- (C) Permits shall authorize solicitation only between 9:00 a.m. and 8:00 p.m.
- (D) No permit shall authorize solicitation on a Sunday or a legal holiday.
- (E) No permit shall authorize solicitation within forty-eight (48) hours of the following holidays: Memorial Day, Independence Day, Veterans Day, Thanksgiving, Christmas or New Year's Day.
- (F) No permit shall be issued to an organization which violated any provision of this Article in the previous calendar year.

**Section 2.7. - Identification badge or emblem.**

Soliciting organizations shall provide each individual engaged in solicitation with identification in the form of a badge or emblem which identifies that individual and the organization. The identification badge or emblem shall be worn at all times during such solicitation.

**Section 2.8 - Public notice required.**

An organization authorized to solicit under a permit issued by the Village Clerk shall cause to be published in a newspaper of general circulation within the Village a notice to the public stating the intention to solicit and the authorized date of solicitation. Failure to give the required published notice shall be grounds for permit revocation.

**Section 2.9 - Filing of statement showing receipts.**

Each organization which is granted permission to solicit shall, within sixty (60) days from and after the date of solicitation, file with the Village Clerk a statement showing all receipts of solicitations. The statement shall be sworn to as to accuracy before a duly authorized notary public. Each organization shall present with the statement proof of publication of intent to solicit as required by Section 2-8 of this Ordinance.

## **ARTICLE III - CANVASSERS AND FOR-PROFIT SOLICITORS**

### **Section 3.1 - Defined.**

A "canvasser" or "solicitor" is hereby defined as any individual, whether a resident of the Village or not, traveling either by foot, wagon, automobile, motor truck or any other type of conveyance from place-to-place, from house-to-house or from street-to-street taking, or attempting to take, orders, sales or subscriptions for goods; wares; merchandise, including magazines; personal property of any nature whatsoever for future delivery; or for services to be furnished or performed in the future, whether or not the individual has, carries or exposes for sale a sample of the subject of the sale or whether he is collecting advance payment for the sales or not. This definition shall include any person who for himself or another person hires, leases, uses or occupies any building, structure, tent, railroad car, boat, hotel room, lodging house, apartment house, shop or any other place within the Village for the sole purpose of exhibiting samples and taking orders for future delivery.

### **Section 3.2 - Exemptions from this Article.**

The provisions of this article shall not apply to the following persons:

(1) A person age seventeen (17) and under, who is participating in fundraising programs for, or sponsored by a public or private elementary or high school or bona fide children's or youth organization including, without limitation, Boy Scouts, Girl Scouts or youth sports.

(2) A person engaged in soliciting or activities whose purpose is religious, political, civic, charitable, scientific, or educational and which neither directly nor indirectly relate to or involve in any fashion the seeking of funds or the sale and promotion of any goods or services, as more fully set forth in the definition of soliciting in this section.

### **Section 3.3 - Limitations on solicitation; hours of operation.**

- (A) Persons granted permits pursuant to this Article shall not make a nuisance of themselves with any citizen or resident of the Village in attempting to obtain orders or subscriptions for their merchandise or publications.
- (B) Solicitation shall be prohibited in the Village between the hours of 8:00 p.m. and 9:00 a.m., and on Sunday at any time. The Village Board may exempt charitable organizations and persons soliciting on their behalf from the prohibition against soliciting on Sunday.
- (C) This Section shall not be construed to prohibit persons from keeping appointments previously made with residents of the Village during the time prohibited by this Section.

### **Section 3.4 - Registration statement and permit required.**

No person shall call at any residence in the Village, without the previous consent of the occupant, for the purpose of soliciting orders, sales, subscriptions or business of any kind or seeking information or donations, unless the person calling first files with the Village Clerk a registration statement and procures from the Clerk a registration permit. In addition, no person shall call upon

the occupants of any residence for the purpose of soliciting or canvassing, or for the purpose of making an appointment to solicit or canvass, if there is prominently posted and displayed at the entrance to such residence a notice, measuring at least four inches by two inches, containing a statement such as "Solicitors Prohibited", "No Soliciting", "No Canvassing" or the like.

**Section 3.5 - Registration statement: Contents.**

Applicants for a permit required by this Article shall file with the Village Clerk a sworn statement containing the following information:

- (A) The complete identification of the applicant.
- (B) The applicant's signature.
- (C) The name of the applicant's employer.
- (D) The nature of the products or services in which the applicant is interested.
- (E) The names and addresses of the manufacturers or publishers of such products or of the organization which the applicant is representing.
- (F) The proposed method of operation within the Village.
- (G) The permanent home address and full local address of the applicant.
- (H) The length of time in which the applicant intends to do business in the Village.

**Section 3.6 - Permit fee.**

The fee for a license required by this Article shall be in the amount of \$50.00 or the amount contained in the Village's general fee ordinance, which shall control in the event of a conflict with this Ordinance.

**Section 3.7 - Permit not to be issued until three days following application.**

The Village Clerk shall not issue a permit required by this Article until at least three days after application.

**Section 3.8 - Investigation of registrant's criminal record; action on permit.**

Upon receipt of the application required by this Article, the Village Clerk shall provide the application to the Chief of Police of the Village, who shall cause an investigation to be made of the applicant's criminal record, if any. If the investigation reveals that the applicant has ever been convicted of a felony, then the Village Clerk shall refuse to issue the permit requested, specifying the reason therefor in writing. If this investigation reveals that the applicant has not been convicted of any felony, then the Village Clerk shall issue the permit requested at the expiration of the three (3) day period.

**Section 3.9 - Permit to be carried by registrant; exhibiting permit.**

Every person receiving a permit issued pursuant to this Article shall at all times while soliciting or canvassing within the Village, carry upon his person the registration permit and shall exhibit the same whenever he is requested to do so by any officer or resident of the Village.

**Section 3.10 - Expiration.**

Permits issued pursuant to the provisions of this Article shall expire on the next April 30 after the permit was issued, unless issued specifically for a shorter period.

**Section 3.11 - Transferability.**

No permit issued pursuant to the provisions of this Article shall be transferable or shall be used or carried at any time by any other person than by the person to whom it was issued.

**Section 3.12 - Revocation: Revoking authority; grounds enumerated.**

The Village Administrator may revoke permits issued pursuant this Article after notice and hearing for any of the following causes:

- (A) Fraud, misrepresentation or false statement contained in the registration statement.
- (B) Fraud, misrepresentation or false statement made in the course of carrying on the permittee's business as a canvasser or solicitor.
- (C) Any violation of this article.
- (D) Conviction of the permittee of a felony.
- (E) Conducting the business of canvassing or soliciting by the permittee in an unlawful manner, or in such a manner as to constitute a breach of peace or to constitute a menace to the health, safety or general welfare of the public.

**Section 3.13 - Notice of revocation, hearing; mailing.**

Notice of the hearing for the revocation of the permit shall be given in writing, setting forth specifically the grounds of complaint and the time and place of hearing. The notice shall be mailed, postage prepaid, to the permittee at his last known address or at an address contained in the registration statement. The notice shall be mailed at least five (5) days prior to the date set for the hearing.

**Section 3.14 - Appeals from refusal or revocation of permit.**

Any person aggrieved by the action of the chief of police in the denial of a permit or by the action of the Village Administrator in revoking a permit issued pursuant to this division shall have the right of appeal to the Village Board. The appeal shall be taken by filing with the Village Board, within ten (10) days after any notice complained of has been mailed to the registrant's or applicant's last known address, a written statement setting forth fully the grounds for appeal. The Village Board shall set a time and place for a hearing on the appeal and notice of the hearing shall be given to the appellant in writing five (5) days before the date set for hearing. The decision and order of the Village Board on the appeal shall be final and conclusive.



## ARTICLE IV - PEDDLERS AND ITINERANT MERCHANTS

### **Section 4.1 - Definitions.**

As used in this article, the following terms shall have the meanings ascribed to them as follows:

*Itinerant merchants and transient vendors* shall include all persons, principals, agents or employees who engage in a temporary or transient business in the Village, either in one locality or traveling from place to place within the Village to sell goods, wares and merchandise, whether or not the persons, for the purpose of carrying on the business, hire, lease or occupy any building or structure, room, place, space, vacant lot, railroad boxcar, boat, vessel or vehicle of any kind for the exhibition and sale of goods, wares and merchandise. The terms shall also include all persons, principals, agents or employees who transiently or temporarily engage in the business of assembling and trucking or assembling and transporting in any manner whatsoever any goods, wares or merchandise for the purpose of selling and delivering the same in wholesale lots or quantities and at wholesale prices to any retail dealer.

*Peddler* shall include any person, whether a resident of the Village or not, traveling by foot, wagon, automotive vehicle or any other type of conveyance from place to place, house to house or street to street, carrying, conveying or transporting goods, wares, merchandise, meats, fish, vegetables, fruits, garden truck, farm products or provisions and offering and exposing the same for sale or making sales and delivering articles to purchasers or who, without traveling from place to place, shall sell or offer the same for sale from a wagon, automotive vehicle, railroad car or other vehicle or conveyance, and further provided that one who solicits orders and as a separate transaction makes delivery to purchasers as a part of the scheme or design to evade the provisions of this article shall be deemed a peddler subject to the provisions of this article. The word "peddler" shall include the words "hawker" and "huckster."

*Temporary or transient* means any business transacted or conducted for which definite arrangements have not been made to remain in the Village conducting and transacting the business for at least one month.

### **Section 4.2 - False representations.**

No licensee pursuant to this Article shall make any false representation as to the character, quality or nature of his wares either for the purpose of obtaining a license or for the purpose of inducing the purchase thereof.

### **Section 4.3 - Exemptions.**

The provisions of this article shall not apply to the following persons:

(1) A person age seventeen (17) and under, who is participating in fundraising programs for, or sponsored by a public or private elementary or high school or bona fide children's or youth organization including, without limitation, Boy Scouts, Girl Scouts or youth sports.

(2) A person engaged in soliciting or activities whose purpose is religious, political, civic, charitable, scientific, or educational and which neither directly nor indirectly relate to or involve in any fashion the seeking of funds or the sale and promotion of any goods or services, as more

fully set forth in the definition of soliciting in this section.

**Section 4.4 - Crying wares upon street; sound devices.**

No licensee pursuant to this Article shall cry his wares upon the street, nor shall he employ any device for the emanation of sound to attract attention to his wares upon the streets of the Village.

**Section 4.5 - Sunday sales.**

No licensee under this article shall engage in any of the occupations subject to this Article on Sundays.

**Section 4.6 - Restrictions on use of streets.**

No peddler shall have any exclusive right to any location on a public street nor shall any peddler be permitted a stationary location nor shall he be permitted to operate in any congested area where his operations might impede or inconvenience the public.

**Section 4.7 - Notice to peddlers not to enter premises: Form of notice.**

Any resident of the Village who wishes to exclude peddlers or solicitors from premises occupied by him may place upon or near the usual entrance to such premises a printed placard or sign bearing the following notice: "Peddlers Prohibited". The placard shall be at least three and three-quarters (3 ¾) inches long and three and three-quarters (3 ¾) inches wide and the printing shall not be smaller than forty-eight point type. No peddler shall enter in or upon any premises or attempt to enter in or upon any premises where such placard or sign is placed.

**Section 4.8 - Sale of fireworks and firework novelties prohibited.**

No peddler, itinerant merchant or transient vendor or licensee under this Article shall sell or offer for sale fireworks.

**Section 4.9 - License Required.**

No person shall engage in, operate or conduct the business of a peddler, itinerant merchant or transient vendor or merchandise in the Village without first obtaining a license therefor.

**Section 4.10 - Application, issuance, duration generally; contents of application.**

- (A) Applicants for a license required by this Article must file with the Village Clerk a sworn written application in duplicate on forms to be furnished by the Village Clerk, which shall give the following information:
- 1) The name and a description of the applicant.
  - 2) The address, legal and local, of the applicant.
  - 3) A brief description of the nature of the business and the goods to be sold and, in the case of products of farm or orchard, whether produced or grown by the applicant.
  - 4) If the applicant is employed, the name and address of his employer, together with credentials establishing the exact relationship, and if the

employer is a corporation, the name and address of the local registered agent.

- 5) The length of time for which the right to do business is desired.
- 6) If a vehicle is to be used, a description of the vehicle, including make, model and year, together with current license number.
- 7) A photograph of the applicant taken within 120 days immediately prior to the date of filing of the application; the picture shall be at least two inches square showing the head and shoulders of the applicant in a clear and distinguishing manner.
- 8) The names of at least two reliable references who will certify as to the applicant's good character and business responsibility or, in lieu of the names of references, any other available evidence as to the good character and business responsibility as will enable an investigator to properly evaluate the applicant's character and business responsibility.
- 9) A statement as to whether or not the applicant has ever been convicted of any crime, misdemeanor or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefor.

#### **Section 4.11 - Inspection of weights and measures prerequisite to licensing of peddlers.**

No license required by this division shall be issued to any person using weights or measuring devices for sales unless the applicant for the license shall first have presented the device to the inspector of weights and measures for inspection and has had the device tested, approved and sealed by the inspector, and no license shall be renewed without full compliance with this section.

#### **Section 4.12 - Action on application; investigation; approval or rejection.**

- (A) Upon receipt of the application required by this Article, the original shall be referred to the Chief of Police who shall cause an investigation of the applicant's business and moral character to be made.
- (B) If the investigation reveals the applicant's character or business responsibility to be unsatisfactory, the Chief of Police shall endorse on the application his disapproval and his reasons, returning the application to the Village Clerk, who shall notify the applicant that the application is disapproved and that no license will be issued.
- (C) If the investigation reveals that the character and business responsibility of the applicant to be satisfactory and the Chief of Police so notes on the application or, if the chief of police fails to make a return of the application within three (3) days, the Village Clerk shall, upon payment of the prescribed license fee, deliver to the applicant the license applied for.

#### **Section 4.13 - License fee.**

The fee for a license required by this Article shall be in the amount of \$50.00, or the amount contained in the Village's general fee ordinance, which shall control in the event of a conflict with this Ordinance.

**Section 4.14 – Possession and exhibition of license.**

Every person receiving a permit issued pursuant to this Article shall at all times while soliciting or canvassing within the Village, carry upon his person the registration permit and shall exhibit the same whenever he is requested to do so by any officer or resident of the Village.

**Section 4.15 – Non-transferability.**

No license issued under the provisions of this Article shall be possessed at any time by any person other than the person to whom it was issued.

**Section 4.16 - Revocation: Grounds; notice; hearing.**

- (A) Licenses issued pursuant to the provisions of this division may be revoked by the Village Administrator after notice and hearing for any of the following causes:
  - 1) Fraud, misrepresentation or a false statement contained in the application for the license.
  - 2) Fraud, misrepresentation or a false statement made in the course of carrying on the licensee's business as a peddler.
  - 3) Any violation of this article or any other provision of this Ordinance or other ordinance of the Village by the licensee.
  - 4) Conviction of the licensee of any crime or misdemeanor involving moral turpitude.
  - 5) Conducting the business of peddling in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.
- (B) Notice of a hearing for the revocation of the license shall be given in writing setting forth specifically the grounds of the complaint and the time and place of hearing. The notice shall be mailed, postage prepaid, to the licensee at his last known address at least five days prior to the date set for hearing.

**Section 4.17 - Appeal from denial or revocation of license.**

- (A) Any person aggrieved by the act of the Chief of Police or the Village Clerk in the denial of a license required by this Article, or in the decision of the Village Administrator with to revoke his or her license, shall have the right to appeal to the Village Board.
- (B) The appeal shall be taken by filing with the Village Board, within fourteen days after notice of the action complained of has been mailed to the applicant's or licensee's last known address a written statement setting forth fully the adverse ruling. The Village Board shall set a time and place for a hearing on the appeal and a written notice of the hearing; setting forth the time and place of the hearing shall be given to the appellant five days before the day set for hearing. The decision and order of the Village Board on the appeal shall be final and conclusive.

**Section Four.** All ordinances and parts of ordinances in conflict with or inconsistent with the provisions of this Ordinance are hereby repealed to the extent of any such conflict or inconsistency.

**Section Five.** If any part or portion of this Ordinance shall be declared invalid by a court of competent jurisdiction, such partial invalidity shall not affect the remainder of this Ordinance.

**Section Six.** This Ordinance shall be in full force and effect from and after its passage and approval as is hereby authorized to be done by the President and Board of Trustees.

AYES: \_\_\_\_\_ 4 \_\_\_\_\_

NAYES: \_\_\_\_\_ 0 \_\_\_\_\_

ABSENT: \_\_\_\_\_ 2 \_\_\_\_\_

PRESENTED to the Board of Trustees of the Village of Elwood, Will County, Illinois, this 23rd day of October, 2013.

PASSED by the Board of Trustees of the Village of Elwood, Will County, Illinois, this 23rd day of October, 2013.

SIGNED by the President of the Board of Trustees of the Village of Elwood, Will County, Illinois, this 28th day of October, 2013.



*Patricia Buchenau*  
\_\_\_\_\_  
Patricia Buchenau, Village Clerk  
Village of Elwood

*William Offerman*  
\_\_\_\_\_  
William Offerman, Village President  
Village of Elwood

STATE OF ILLINOIS     )  
  )SS  
COUNTY OF WILL     )

**CLERK’S CERTIFICATE**

I, Patricia Buchenau, the duly qualified and acting Village Clerk of the Village of Elwood, Will County, Illinois, and as such official I am the keeper of the records and files of the Village and the Board of Trustees thereof. I do hereby certify that attached hereto is a true and correct copy of an Ordinance entitled:

**ORDINANCE NO. 1017**

**AN ORDINANCE REGULATING SOLICITING WITHIN THE VILLAGE OF ELWOOD**

which Ordinance was adopted by the Board of Trustees at a regular meeting held on the 23<sup>rd</sup> day of October, 2013.

I do further certify that a quorum of the Board of Trustees was present at said meeting, and that the Board of Trustees complied with all the requirements of the Illinois Open Meetings Act.

**IN WITNESS WHEREOF**, I have hereunto set my hand this 23<sup>rd</sup> day of October, 2013.

  
*Patricia Buchenau*  
\_\_\_\_\_  
Patricia Buchenau  
Village Clerk