Administration and Technology Committee Meeting Minutes

Date: September 28, 2026
Time: 5:01 p.m.
Committee members present: Bell and Porter
Also present: Fiscal Officer Romanowski

Bell called the special meeting to order at 5:01 p.m.

Veterans Day Breakfast

The Fiscal Officer asked the committee to clarify who could attend the Village's Veterans Day breakfast and who would pay before the flyer was released and reservations were taken. The Sleepy Rooster was described as having approximately 50 to 60 seats. The Fiscal Officer said the Village paid for about 50 attendees the previous year, including everyone present. Bell said the event was intended for veterans who reside in South Russell and expressed concern that additional exceptions could displace eligible veterans as attendance grows.

Porter said a resident veteran should be able to bring one guest, including a spouse, partner, or caregiver, at no charge. The members discussed the example of an elected official whose spouse's father was a veteran and distinguished that situation from a veteran attending with a guest. They agreed that elected officials would pay for themselves and any guest they bring. The discussion also distinguished the current speaker, whose meal the Village would cover, from former speakers who might attend in later years. Members said a former speaker who is a resident veteran would qualify as a veteran; a nonresident former speaker attending as a guest would pay. The speaker for this year was not confirmed during the meeting.

The committee discussed keeping the flyer directed to veterans, while asking each veteran who responds whether they will bring a guest and recording the guest's name. Staff would tell a resident veteran that one guest may attend at no charge, subject to available seating. Bell said the Village should track reservations and actual attendance to guide future planning. The Committee confirmed that an administrative staff member would check in attendees and distribute name tags. The Village would pay the venue and collect payment from elected officials and their guests.

Members discussed how to handle demand beyond the Sleepy Rooster's capacity, including the possibility of a larger restaurant, a catered site, or another location in a future year. No alternate venue was selected. The Fiscal Officer said the flyer would go out the following day and that the Mayor's speaker arrangements still needed confirmation.

Adjournment

The meeting concluded after a call for adjournment.