Appendix A

Form of Notice

I, Charles Weeks am a member of the Village's Board of Trustees a Public Body. In accordance with Subsection IV.A of the Village's "Electronic Attendance at Meetings Policy," I am submitting this notice evidencing my desire to electronically attend the OCT. 22, 2013, meeting of the Public Body. I am physically prevented from attending that meeting due to one or more of the following circumstances:

- ☐ Personal illness or disability.
- ☒ Employment purposes or the business of the public body.
- ☐ A family or other emergency.

Date: OCT. 17

Signature: Charles T. Weeks

David Lothspeich

From: Charlie Wachs [cwachs@wachsws.com]
Sent: Saturday, October 12, 2013 12:45 PM
To: David Lothspeich
Subject: RE: Meeting Electronic Attendance - October 22, 2013
Attachments: Electronic attendance request for Oct. 22, 2013 meeting.pdf

Dave,

Please find attached my request for electronic attendance at the Oct. 22 meeting. Will you call me? If so let use my cell # 847 220-1307

Charlie Wachs

Email: chaswachs@wachs.org
Cell: (847) 220-1307

From: David Lothspeich [mailto:dlothspeich@longgrove.net]
Sent: Friday, October 11, 2013 3:13 PM
To: Charles Wachs
Cc: angie@aunder.com; victor.filippini@hklaw.com; Heidi Locker-Scheer
Subject: Meeting Electronic Attendance - October 22, 2013

Charlie,

I understand that you will be unable to attend the upcoming October 22, 2013 Village Board Meeting and have requested the ability to participate telephonically.

Please review the attached Policy re: circumstance (reason cannot attend)

- ☐ Personal illness or disability.
- ☐ Employment purposes or the business of the public body.
- ☐ A family or other emergency.

If the reason you are unable to attend meets one or more of these criteria please fill out the "Form Of Notice" below and send back to Village Clerk Scheer and me (email or fax 847-634-9408) a minimum of four (4) hours prior to the meeting and we will forward to Village President Underwood.

Thanks,

Dave

Appendix A

Form of Notice

I, _____, am a member of the Village's _____, a Public Body. In accordance with Subsection IV.A of the Village's "Electronic Attendance at Meetings Policy," I am submitting this notice

evidencing my desire to electronically attend the _____, 200__, meeting of the Public Body. I am physically prevented from attending that meeting due to one or more of the following circumstances:

- ☐ Personal illness or disability.
- ☐ Employment purposes or the business of the public body.
- ☐ A family or other emergency.

Date: _____ Signature:

_____

From: Charlie Wachs [mailto:cwachs@wachsws.com]
Sent: Thursday, October 10, 2013 8:26 PM
To: David Lothspeich
Subject: Oct. 22 meeting

Dave,

I would like to participate in the Oct. 22 meeting telephonically. Can you make the necessary arrangements?
Thanks

Charlie Wachs

Email: chaswachs@wachs.org
Cell: (847) 220-1307