



**Schaumburg Township**  
**DEI Committee**  
**Meeting Agenda**  
Township of Schaumburg  
1 Illinois Blvd  
Hoffman Estates, IL 60169  
Upper Level – Board Room  
**Wednesday, May 1, 2024**  
**7:00 PM**

- I. Call to Order
- II. Roll Call
- III. Approval of April 3, 2024 Minutes
- IV. Public Comments (limited to 3 minutes)
- V. Reports
- VI. Old Business
  - a. Investigate Google Drive availability for documents storage and accessibility to the Committee members.
  - b. Continue discussion around options for translation methods/ services options for Township website translation.
  - c. Research Language options for Town Crier.
  - d. Refine budget development with details that captures: ‘event name’, ‘details’, ‘cost & benefit’ and ‘linkage to DE&I Committee’s objectives’.
  - a. DE&I Committee to work on Quarterly Calendar of Initiatives.
- VII. New Business
  - a. Committee needs to determine the “TERM” for Voting Members
  - b. Recruitment of New Committee members
  - c. Determination of whether to continue our Monthly Meetings or take the Summer Off as was done in 2023
  - d. DE&I Training for committee members, etc
  - e. Overview policies regarding “Decorum”
    - i. Robert Rule of Order
    - ii. Open Meeting Act
  - f. Assigning Representatives to routinely attend Township Board meetings, etc
- VIII. Adjournment