

JO DAVIESS COUNTY
EXECUTIVE COMMITTEE
MEETING MINUTES
JUNE 1, 2026

I. Call to Order

Committee Chairperson Creighton called the meeting to order at 6:00 PM on Monday, June 1, 2026 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

II. Roll Call

Roll Call was answered as follows: Present – Dianne Allendorf, John Creighton, Lynn Gallagher, John Grizzoffi, Michael Holt, John Schultz, LaDon Trost. Present: 7. Present electronically –Diane Gallagher. Present electronically: 1. Absent – John Lang. Absent: 1.

III. Approval of Minutes

The Committee reviewed the draft minutes from the May 4, 2026 meeting. Chairperson Creighton noted that a concern had been raised by County Treasurer Melisa Hammer regarding the accuracy of her public comment. As the Treasurer was not yet present, the Committee proceeded. **A motion to approve the minutes of the May 4, 2026, Executive Committee meeting was made by John Schultz and seconded by Diane Gallagher. The motion carried by voice vote.**

At 6:05 PM, Treasurer Melisa Hammer joined the meeting to address her concern regarding the previous month's minutes. She stated that her comments had been misrepresented and clarified that she *"was not stating anything against department heads"* but was referring specifically to individuals involved in the tax cycle. She requested that the minutes be amended. After discussion, the Chair expressed discomfort with altering the previously approved minutes but agreed to attach the transcript to the official record. **A motion to attach the transcript of the comment to the May minutes was made by John Creighton and seconded by Dianne Allendorf. The motion carried by voice vote.**

IV. Citizens' Comments

There were no citizens' comments.

V. Unfinished Business

FY2025/FY2027 Strategic Goals were not reviewed.

Update on Freedom of Information Act (FOIA) Requests: The Committee reviewed the monthly FOIA request log, noting several requests submitted by board members and candidates. The County Administrator explained that FOIA requests no longer require a signed form and that email requests constitute valid written requests. She also clarified that staff should not open attached FOIA forms due to cybersecurity concerns, stating, *"We do not, and should not... open attached files."*

VI. New Business

The Committee considered the proposed Resolution to Establish a County Board Committee

Governance Framework. Discussion centered on reducing the Executive Committee from nine to eight members by eliminating the at-large appointment. Members debated the implications of an even-numbered committee and how tie votes should be handled. Several members noted that under Robert's Rules, "a tie is a loss," while others emphasized the importance of forwarding tied items to the full County Board. Consensus emerged that tied votes should automatically advance to the full Board without recommendation. The Committee overall preferred Option 2, establishing an eight-member Executive Committee. **A motion to recommend a Resolution to Establish County Board Committee Governance Framework that establishes an eight-member Executive Committee was made by John Creighton and seconded by Dianne Allendorf. The motion carried by voice vote.**

The Committee discussed options 1 & 2 for the Standing & Special Committee Governance Policy, which corresponded to the same structural changes as the previous resolution options. Members discussed whether the new structure should be treated as a two-year trial; the Administrator noted that the resolution already provides for review at the start of each biennial committee appointment cycle. **A motion to recommend approving a County Board Standing & Special Committee Governance Policy that recognizes an eight-member Executive Committee was made by Michael Holt and seconded by Diane Gallagher. The motion carried by voice vote.**

VII. Closed Session

There was no need for closed session.

VIII. Reconvene to Open Session

IX. Possible Actions as a Result of Closed Session

X. Reports

County Administrator: No report was provided.

XI. Citizens' Comments

There were no citizens' comments.

XII. Committee Member Concerns

Members briefly discussed the upcoming national 250th anniversary and whether the County should participate in any commemorative activities. Ideas included issuing a resolution or coordinating a dedication ceremony for the Courthouse art installation currently in development. Chairperson Creighton also informed members that the July agenda would include a presentation from the Illinois Separation Group regarding a proposed advisory referendum, noting that the group had collected signatures and that allowing a presenter was preferable to managing large numbers of individual commenters.

XIII. Adjourn

A motion to adjourn was made at 6:32 PM by Michael Holt and seconded by John Grizzoffi. Motion carried by voice vote.

Next committee meeting: Monday, July 6, 2026 at 6:00 p.m.