

Kim Yeary
Wapella Village Clerk
PO Box 148
Wapella IL 61777

February 5, 2016

On January 19, 2016 I submitted a FOIA request and among other documents, I requested "All agendas and minutes for each meeting of the Water Improvement Committee."

In the reply I received dated January 26, 2016, I was not denied any of these documents in writing, but I believe I was not supplied with all of the existing documents. I am resubmitting my request hoping that you will recheck your records to make sure no requested documents are missing from what you provided to me.

The documents I received were:

1. **An agenda for the December 15, 2015 for the Water Improvement Grant Committee.** This agenda is not signed and indicates no time or date that it was posted. I do not believe the document I was given would be the official record.
2. **The minutes for the December 15, 2015 Grant Research Committee meeting.** These minutes reflect no author. They indicate a meeting was set to "follow the next regular board meeting on January 19th" followed by an adjournment at 9:30 pm. Under the minutes are some handwritten and corrected notes that do not appear to be part of the meeting.
3. **Minutes for a January 13, 2016 meeting of the Water Grant/Loan Presentation.** These minutes indicate they were written by "Secretary pro tem Rosalie." The minutes also indicate "all members present" giving the impression this was an official meeting.

My request for "All agendas and minutes for each meeting of the Water Improvement Committee" stands, but I will take this time to be more specific and request documents I believe might be missing. The name for this committee seems to change with each document provided, but I believe there is only one committee.

1. There were two agendas posted for the public viewing for the December 15, 2015 committee meeting. I saw them both in the post office. The first agenda was signed, time posted and dated by Rosalie Summers and indicated 6 agenda items. The second agenda was signed, time posted and dated by Kimberly Yeary and indicated 4 agenda items. Since both agendas were posted for the public and appeared at the same time in the post office and signed by Village officials, I believe they should both be part of the public records. **I am requesting copies of both signed, posted time and dated agendas for the December 15, 2015 committee meeting.**
2. The provided copy of the December 15, 2015 committee meeting indicates a committee meeting "set to follow the next regular board meeting on January 19th." To be clear, was this meeting cancelled or was the agenda and minutes for this meeting omitted? **If the meeting occurred, I would like copies of both the signed, posted time and dated agenda and the minutes for the meeting of January 19, 2016.**
3. I received minutes for a January 13, 2016 committee meeting. I did not receive an agenda for this meeting. I believe it is a requirement of the Open Meetings Act that an agenda be posted for this meeting. **I am requesting a copy of the signed, posted time and dated agenda for the January 13, 2016 committee meeting.**

I know this may be confusing, but if you have any questions, please let me know. Also, please make the copies I am requesting one-sided. Thank you.

Jane Buraglio



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