



Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: January 14, 2019

To: River Forest School District 90 Board of Education

From: Jonathan Pape, Assistant to the Village Administrator

Subj: River Forest Community Calendar

The River Forest Community Calendar is a joint effort product of the River Forest Collaboration Committee. This standing committee is made up of representatives from the Village of River Forest, District 90, District 200, River Forest Township, River Forest Public Library, and River Forest Park District. The group has involvement from at least one elected official and one staff member from each taxing body on a regular basis. The Committee gathers to share efforts and initiatives of the individual entities as well as to try to identify opportunities for collaboration.

The River Forest Community Calendar is an online calendar that hosts events from six River Forest taxing bodies. The calendar is populated by automatic feeds from each individual agency's already existing online calendars. Therefore, the River Forest Community Calendar does not require any duplicate entries to be created. Rather, the River Forest Community Calendar compiles event information from each organization and re-disseminates it in a way that is conveniently viewable for River Forest residents. The Community Calendar makes it easy for residents with interest in events from multiple agencies to see them all in one place.

During the Board of Education's January 22, 2019 meeting, a brief presentation will include the viewing of the River Forest Community Calendar. It is anticipated that the River Forest Community Calendar will be fully launched, formally announced, and promoted by each agency this month.

The River Forest Collaboration Committee identified communication with residents as being a mutual interest for all organizations represented. The Committee also concluded that collaboration on communication could be mutually beneficial for all parties by serving as a way to reach non-traditional audiences of any one given agency. In November of 2017 a survey was issued by the Collaboration Committee to all River Forest resident as a way of collectively gathering more data on what information residents wanted to be communicated and how residents preferred receiving communication. Part of that survey included gauging interest in a combined community calendar. The survey results were collected and analyzed by the Collaboration Commission in early 2018. Based on these results and discussion, the group decided to take on this project of building the River Forest Community Calendar.