

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: March 10, 2023

FROM: Mike Elder, Director of Facilities

RE: Naming of Room 120 At the Dave Albrecht Administration Building

General Description:

A request has been made to name Room 120, a large public conference room in the David Albrecht Administration Building for retired County Clerk Susan T. Ertmer.

Action Requested:

Approve the naming of the Room 120 for Susan Ertmer

Procedural Steps:

Committee of Jurisdiction: Facilities & Property Mgmt Meeting date: September 27, 2023

Action taken: APPROVED

Vote: 4-0

County Board

Meeting date: October 17, 2023

Background:

Susan Ertmer served 44 years in the employment of Winnebago County. Since 1997 she served as County Clerk. Susan has been vital to the function of the Winnebago County Board of Supervisors, aiding in the creation of agendas, recording minutes and maintaining County Board and Committee records. She has also served as the Chief Election Officer for Winnebago County, advertising, setting up and recording votes. She conducted her duties and responsibilities with decorum, respect and empathy.

Policy Discussion:

The approved county naming policy requires naming requests to follow a formal policy. This naming request is following that policy by being reviewed by the Facilities Committee. After the review, the request will be forwarded to the County Board for approval. The Conference Room, 120 in the David Albrecht Administration Building will be named the Susan T. Ertmer Conference Room.

Attachments:

Draft Resolution

Naming Policy