

The Village of Long Grove  
**Volunteer Profile Sheet**

**Instructions for Volunteer Profile Sheet:**

The Village of Long Grove encourages dedicated and civic-minded residents to participate in their local government. We respectfully request that you provide information regarding your background and experience. This Volunteer Profile Sheet provides a template for suggested information however a resume and cover letter can be submitted instead.

Volunteer Profile Sheets or resumes should be submitted to the Village Hall. Once appointed to a Village position, your information will be kept on file and will be considered public information. Additional questions regarding the process of interviewing and selecting candidates for appointed positions should be directed to Sherry Schlagman at the Village Hall (847) 634-9440 (sshlagman@longgrove.net).

**Name:** Jeanne Sylvester

**Address:** 6230 Pine Tree Court

**Home Phone: Cell Phone:** 847.989.1237

**Preferred e-mail address:** jeannemsylvester@gmail.com

**Years in Long Grove:** 21

**Occupation:** Attorney; Architectural Historian; Historic Preservation Consultant

**Business Phone:** 847.989.1237

**Education:** Please list all colleges, technical, trade, and/or military institutions attended, including degrees and majors. Also list any professional/technical designations or licenses you hold:

Northwestern University, BA (History)  
DePaul University College of Law, JD  
School of the Art Institute of Chicago, MS (Historic Preservation)

**Position(s) of Interest:**

Please enter the appropriate "letter(s)" below to indicate the position for which you are applying (A) and/or position(s) for which you would like to be considered in the future (F). Also indicate any position(s) you currently hold (C) or have held in the past (P):

**Elected Positions:**

Mayor \_\_\_\_\_ Trustee \_\_\_\_\_

**Appointed Positions:**

Economic Development Commission \_\_\_\_\_  
Plan Commission / Zoning Board of Appeals \_\_\_\_\_  
Architectural Commission   X    
Conservancy Commission \_\_\_\_\_

Pathway Committee \_\_\_\_\_

**Attendance at Meetings:**

Will your normal travel schedule or other commitments interfere with your attendance at regularly scheduled meetings?

No

**Community Service Experience:**

Please list current and previous community service activities, interests, directorships, etc. – public and private. For each activity, indicate the years served and positions held:

Member, Long Grove Architectural Commission, 5 years

**Other Relevant Activities, Experience, Interests, Skills, etc...**

Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest.

In my practice as an architectural historian and historic preservation consultant, I review and research historic architecture for the preparation of Historic American Building Survey and Historic American Engineering Record reports, Section 106 of the National Historic Preservation Act Eligibility reports, National Environmental Policy Act Environmental Impact Statements, and historic context reports. I prepare Illinois Property Tax Assessment Freeze and state and federal historic preservation tax credit applications. I also research, photograph and write Historic and Architectural Impact Studies, Historic Resource Evaluations, and reports for local Building Review Commissions for local municipalities along the North Shore of Chicago. I research, photograph and draft National Register of Historic Places nominations and conduct intensive, windshield and reconnaissance architectural surveys for local municipalities.

As an attorney, I am familiar with legislation and local governmental processes.

**Reasons for Volunteering:**

Please state briefly why you are volunteering to serve The Village of Long Grove.

I volunteered to join the Architectural Commission as a member in 2016 because I was interested in maintaining the unique aesthetics of our Long Grove: an upscale community with a rural feel. I remain committed to doing that as Chair of the Architectural Commission. I understand the importance of the downtown business district and other commercial developments to the Village and its residents, and would encourage thoughtful, careful development in keeping with, to paraphrase the Village of Long Grove website, the community that has maintained the charm of Illinois' first historic district with today's lifestyle.

**Conflict of Interest:**

Do you have any interest in or participate in any professional or personal activity that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee? If yes, please explain:

No

**Signature:** *Jeanne Sylvester*

**Date:** 1/2/2022