

AGENDA

BEAUTIFICATION COMMITTEE MEETING

March 19, 2025 - 5:30 PM
Village Hall - Room 101
300 Plaza Circle, Mundelein, IL 60060

I. CALL TO ORDER

II. ATTENDANCE

III. PUBLIC COMMENTARY

IV. MINUTES APPROVAL

A. Approval of the Beautification Committee Minutes

Motion to approve the Beautification Committee meeting minutes from February 19, 2025.

V. MUNDELEIN ARTS COMMISSION REPORT

VI. ANNOUNCEMENTS

VII. PROJECTS

A. Spring Into Summer

1. Update on Participants, Layout, Giveaways

2. Publicity

3. Specific Tasks

B. Pollinator Garden

C. Bird City

D. Community Events

1. A-May-Zing Mundelein - May 3, 2025 - Advertising pollinator packs
2. Mundelein Days - July 5, 2025 12:00 - 2:00 PM
3. Brat Fest - date not published yet but September 5, 2025 is most likely
4. Farmer's Market - September 20, 2025

VIII. NEW BUSINESS

A. Tracking Volunteer Hours

B. 2025 Clean Up Projects

IX. OLD BUSINESS

A. 2025 Committee Calendar

B. Budget 2025 and 2026

1. Spring into Summer Purchases
2. Options for balance of funds

X. OTHER BUSINESS

XI. ADJOURNMENT

A. **Motion** to adjourn the Beautification Meeting.

XII. NEXT MEETING - APRIL 16, 2025

The Village of Mundelein, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting, or who have questions about the accessibility of the meeting or facilities, to contact the ADA Coordinator at 847-949-3200 to allow the Village to arrange accommodations for those persons.

CALL TO ORDER

The regularly scheduled meeting of the Beautification Committee was held on February 19, 2025. Chairperson Ross called the meeting to order at 5:31 PM.

ATTENDANCE

Lynne Monroe took the roll call. It indicted as follows:

Commission Attendance

PRESENT: Jenny Ross, Colleen Tancredi, Jill Mitchell, Chester Jankowski, Cat Almanzo, Peg Tierney, Kim Nunez

ABSENT: None

Other Attendance:

PRESENT: Chris Woodard and Lynne Monroe, Assistant Village Administrator

PUBLIC COMMENTARY

There was no public commentary.

MINUTES APPROVAL

Approval of the January 15, 2025 Beautification Committee Minutes.

Motion to approve the Beautification Committee Meeting Minutes from January 15, 2025

Co-Chair Tancredi made a motion to approve the January minutes. Jill Mitchell seconded. Chair Ross asked if there was any discussion. Peg Tierney asked that the motion for minutes approval of the December minutes show that she abstained. Cat Almanzo asked the Spring into Summer event be updated to the new date of May 31, 2025, not June 7, 2025. All in favor of approving the minutes with noted edits.

RESULT:	Passed [Yes 7, No 0, Abstained 0]
MOVER:	Committee Member Colleen Tancredi
SECONDER:	Committee Member Jill Mitchell
AYES:	Jenny Berman Ross, Catherine Almanzo, Kim Nunez, Colleen Tancredi, Margaret (Peg) Tierney, Jill Mitchell, Chester Jankowski Jr.
NAYS:	None
ABSTAIN:	None

MUNDELEIN ARTS COMMISSION REPORT

Chris Woodard provided an update on the Arts Commission initiatives. The commission is working on their annual scholarship program and 2025 events, which include:

- August 17 Acoustic Music and Guitar Jam
- August 24 Poetry and Storyteller Showcase
- Lure of the Local, possibly to be held in the Spring

Chris also reported that the Call for Artists for the collaborative STAR is on hold.

ANNOUNCEMENTS

Jenny Ross announced the Committee of the Whole meeting where Colleen will give a brief report of the Beautification Committee. All are encouraged to attend 6:00 PM on February 24, 2025. Chester inquired what the report consisted of and Chair Ross provided an overview. Chair Ross also indicated she will out both the 2024 and 2025 reports on the committee's SharePoint.

Cat Almonzo announced she would not be in attendance at meetings from April through October due to employment at a golf course, but she would stay up to date via SharePoint, email and events.

PROJECTS

Spring into Summer

Chair Ross led a detailed discussion regarding Spring into Summer vendor procurement and the process/needs for set up. Chair Ross, Cat Almonzo and Co-Chair Tancredi have secured several vendors; Peg Tierney contacted Master Gardners and Wild Ones. Chair Ross expects to have a complete list by March. A form is to be used to determine where tents, tables and other supplies may be needed.

Chair Ross noted Tighthead will secure a food truck, and she is meeting with them about music. Lynne clarified that the committee needs to complete the Special Event permit and Liquor License.

Chris Woodard suggested a stencil be created for chalk art, such as a flower. Lynne will check with Public Works. Cat Almanzo asked if fliers could be printed for her to distribute as a food pantry event. Lynen shared the new flayer design.

Chair Ross asked for two volunteers to help with an activity for the Committee's booth. Kim Nunez offered to work with Cat Almanzo on an activity. One idea presented was bird seed packets.

Peg Tierney also suggested word puzzles that could be made and printed with keywords in the puzzles. Chester Jankowski suggested the words be native plants found

within our garden.

Pollinator Garden

Chester Jankowski suggested a planting event be held at Spring into Summer to plant in the Village Hall Garden. Five volunteers could head to the garden at 2:00 PM. Kim Nunez suggested a giveaway for the volunteers and a group photo.

Chester then detailed his plans for refurbishing the pollinator garden. Splitting of plants can take place in April and several new plantings will be required in Spring.

Chester estimated the cost of plants to be approximately \$650, with 20–25 plants that can be planted at Spring into Summer.

Public works may be needed for a larger Service Berry. Jill Mitchell suggested map/layout be created for the garden. Chester requests the committee commit to maintenance days before or after each meeting in the Spring, Summer, and Fall. Chester plans to label the plants, and Lynne showed sample signs created by Public Works.

Chetser will start sending newsletter articles with gardening tips.

Bird City

Jill Mithcell reported on her research into Bird City USA designation. The designation is a big commitment. She asked for help with Ordinances or Resolutions, and Lynne will provide assistance. Jill provided the requirements, and suggested several activities that could be part of the requirements to achieve the designation. One idea to consider is a community Bird Walk at Courtland Commons, Diamond Lake, or the Seminary.

OLD BUSINESS

2025 Committee Calendar

Chair Ross asked the group to consider activities for the year: Brat Fest, Farmer's Market, and Community Days. Lynne provided two dates where the Committee will set up a table with a kids' activity at Community Days. The majority chose July 5, 2025 from 12:00 PM until 2:00 PM, with an activity to be selected later.

Budget 2025 and 2026

Chair Ross asked for ideas for giveaways. Several suggestions were offered. Lynne recommended ordering from a local business, and noted we already have a supplier who has the logo.

Chair Ross said a prize wheel would be ordered to have at future events. Ideas should

be sent to Lynne to order, or possibly get samples.

NEW BUSINESS

No new businesses reported.

OTHER BUSINESS

Peg Tierney reported that a seed exchange will be held at CLC, March 8, 2025, from 10:00 AM until 2:00 PM.

Peg also suggested new and future trustees get an invitation to a meeting to see the work being done. Peg also inquired if a trustee is required to be on the committee, knowing Chair Ross is not pursuing re-election. Chair Ross explained the committee's intent is to move away from any elected officials and to be made up of community volunteers.

ADJOURNMENT

Adjourn the Beautification Committee Meeting

Motion to adjourn the Beautification Committee Meeting.

Jill Mitchell made a motion to adjourn the meeting at 6:59. Cat Almonzo seconded. All in favor.

RESULT:	[Yes 7, No 0, Abstained 0]
MOVER:	Committee Member Jill Mitchell
SECONDER:	Committee Member Catherine Almanzo
AYES:	Jenny Berman Ross, Catherine Almanzo, Kim Nunez, Colleen Tancredi, Margaret (Peg) Tierney, Jill Mitchell, Chester Jankowski Jr.
NAYS:	None
ABSTAIN:	None

NEXT MEETING - Wednesday, March 19, 2025