

AGENDA

HISTORICAL COMMISSION MEETING

April 2, 2025 - 9:00 AM  
Village Hall - Room 101  
300 Plaza Circle, Mundelein, IL 60060

- I. CALL TO ORDER
- II. ATTENDANCE
- III. PUBLIC COMMENTARY
- IV. PARK DISTRICT REPORT
- V. MINUTES APPROVAL
  - A. Approval of the March 5, 2025 Minutes
    - Motion** to approve the Historical Commission Meeting Minutes from March 5, 2025.
- VI. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
  - A. Illinois Historical Society Award
    - 1. Ceremony - April 26, 2025
    - 2. Press Release
  - B. Mundelein Park and Recreation District Caboose Project
  - C. Old # 1 Events
    - 1. Birthday Bash - July 5, 2025

2. Fire Truck Show - August 9, 2025

3. Other

D. Mundelein Historical Commission Calendar

E. Radio Play Special Event - June 11, 2025 at 2:00 PM

F. Ivanhoe Cemetery Walk - September 27, 2025

G. Newsletter

H. Other

## VII. MUSEUM OPERATIONS

A. Archiving

B. Facility Maintenance / Landscape Installations

C. Collections: Accessioning / De-accessioning

1. Accept Recommendations for Accessioning and De-accessioning

**Motion** to accept the recommendations for accessioning and de-accessioning.

D. Volunteer Hours

E. Museum Attendance

F. Fremont Library Display

G. Other

## VIII. NEW BUSINESS

A. Museum Brochure

B. Laptop / Digital Frame Display

C. School Presentations

D. Other

## IX. OLD BUSINESS

A. Digital Site Map

B. Story Corps

C. Other

## X. VILLAGE ADMINISTRATOR REPORT

## XI. ADJOURNMENT

A. Adjourn the Historical Commission Meeting of April 2, 2025.

**Motion** to adjourn the Historical Commission Meeting of April 2, 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 Historical Commission was held on Wednesday, March 5, 2025. Chairperson Flynn called the meeting to order at 9:00 AM.

**ATTENDANCE**

Chairman Flynn took the roll call. It indicated as follows:

Commission Attendance

**PRESENT:** Chairman Flynn, Commissioner Frasier, Commissioner Zander, Commissioner Hayes

**ABSENT:** Commissioner Baur, Commissioner Walker, Commissioner Killackey

Other Attendance

**PRESENT:** Village Administrator Eric Guenther

**PUBLIC COMMENTARY**

Jeanne Steffens mentioned that history-related questions about Mundelein have appeared on the Facebook page "People of Mundelein". Some questions have been answered by other residents. Some have gone unanswered. Members agreed that anyone who knows the correct answer should feel free to respond.

**PARK DISTRICT REPORT**

No report.

**MINUTES APPROVAL**

**Approval of the February 5, 2025 Historical Commission Meeting Minutes.**

**Motion** to approve the Historical Commission Meeting Minutes for February 5, 2025.

<b>RESULT:</b>	<b>Passed [Yes 4, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Barb Zander
<b>SECONDER:</b>	Commissioner Jeffrey Hayes
<b>AYES:</b>	Michael Flynn, Wendy Frasier, Barb Zander, Jeffrey Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

**CHAIRMAN'S REPORT AND OTHER COMMUNICATION**

**Illinois Historical Society Award Application**

No announcement yet from the Historical Society regarding our application.

**Museum Survey**

Chairman Flynn completed the sections for the commission and passed the survey on to the Park District for completion.

### **Newsletter Enrollment Drive**

Chairman Flynn would like to increase enrollment to receive the MHC Newsletter.

Currently, there are 472 signed up, the goal is 1,200. A step-by-step sign-up guide has been prepared for use in the Village e-newsletter and MHC Facebook page. Shawn Killackey will post on MHC Facebook. Chairman Flynn will send emails to encourage enrollment.

### **MHC Calendar**

The calendar was reviewed and updated. A revised calendar will be emailed to members.

### **Radio Play Special Event - June 11, 2025 at 2:00 PM**

The event was discussed. The Library staff will coordinate with the Old Time Radio Theater. Show will last about 60 minutes. The show has not yet been finalized. Events will be promoted by the Library, Village, and MHC. There is no cost for the performers. No admission fee. Donations will be accepted.

### **MPRD Caboose Presentation - March 10, 2025**

A presentation will be made to the MPRD Board at 7:00 PM on March 10, 2025, by Mike Flynn and Bob Ward. The purpose is to give the board a better understanding of the project through photographs and historic engineering blueprints.

### **Ivanhoe Cemetery Walk - September 27, 2025**

The event was discussed. Approvals have been received from Ivanhoe Church and Kristan's Funeral Home. Potential characters were discussed. Chairman Flynn will email the tentative list to members. It was suggested that the format be changed to that used in Grayslake and Wauconda which both use a 2-show, large group format rather than a "shotgun-start" small-group format that we used in 2024. A portable sound system will be required. Grayslake and Wauconda will be contacted.

### **Annual Report**

Chairman Flynn reviewed the annual report made to the Village Board on February 24, 2025.

### **Other**

No other report.

## **MUSEUM OPERATIONS**

### **Archiving**

Commissioner Frasier completed a project to place all antique sheet music into plastic sleeves to better preserve the fragile documents. She also reported that the new Old #1 display has been completed, and the church display has been relocated.

Commissioner Zander reported that she is working with John Hynds to add some new Diamond Lake objects to the exhibit. This includes a large row-boat oar he recently found. This will be installed by the MPRD staff. All work should be completed by opening day.

### **Facility Maintenance**

No report.

### **Collections - Accessioning / De-accessioning**

Commissioner Zander presented a DVD video titled "Trains of Illinois" for consideration by the Collections Committee for accessioning.

Chairman Flynn reported that Commissioner Anne Walker has accessioned the Depot Moving Home Video, and it is in the museum. She has also selected the radio shows for March, April, and May.

### **Volunteer Hours**

The total volunteer hours for February was 76 hours.

### **Museum Opening Day - March 14, 2025**

Chairman Flynn will contact MPRD to schedule a "deep-cleaning" before March 15, 2025. Commissioner Frasier will update the Scavenger Hunt forms and update the Docent Handbook.

### **Fremont Library Display**

Completed on March 2, 2025 by Commissioner Frasier and Commissioner Killackey.

### **Other**

Commissioner Zander reported on a change needed to the 5-Names exhibit. She will work with the MPRD staff. The change is not urgent.

Ideas for loading the new digital frame were discussed. Commissioner Zander

suggested photos of the depot re-location project. She will select appropriate photos. Chairman Flynn suggested photos of historical Village postcards. Commissioner Frasier will look for postcards in the archives. Chairman Flynn will contact local collector Terry Schaul. The goal is to activate the frame as soon as possible.

**NEW BUSINESS**

**Old # 1 Birthday Party - July 5, 2025**

**Motion** to approve a music contract with Antioch Brass for \$800. Details of the event were reviewed. MPRD will decorate the museum and provide a tent. Birthday cake and beverages will be served. The Fire Department Honor Guard has been contacted for the opening ceremony, but not confirmed yet. A Cub Scout Pack will also be invited to participate in the flag ceremony. Speakers to be determined. Antioch Brass Band selected for music.

<b>RESULT:</b>	<b>Passed [Yes 4, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Wendy Frasier
<b>SECONDER:</b>	Commissioner Barb Zander
<b>AYES:</b>	Michael Flynn, Wendy Frasier, Barb Zander, Jeffry Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

**Museum Brochure**

**Motion** to print 500 brochures for \$300. Commissioner Frasier worked with Christa Lawrence of the MPRD to revise the brochure. She distributed a draft with updated information and pictures. The format and basic text have not changed.

<b>RESULT:</b>	<b>Passed [Yes 4, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Jeffry Hayes
<b>SECONDER:</b>	Commissioner Barb Zander
<b>AYES:</b>	Michael Flynn, Wendy Frasier, Barb Zander, Jeffry Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

**Fire Truck Show - August 9, 2025**

This is an Old #1 Committee event at Tighthead Brewery. MHC is available to help is needed.

**School Presentations**

Commissioner Frasier will check with Diamond Lake Preschool about an August presentation. Chairman Flynn will check with Commissioner Killackey regarding a Fall presentation for District 79.

**Other**

No other report.

**OLD BUSINESS**

**Digital Site Map**

Commissioner Zander urged that this project be moved to the forefront. Chairman Flynn will send the commission a summary of what has been completed so far, and a list of possible sites. Next steps are to finalize the list, take photos and write-ups.

**Story Corps**

No report.

**Laptop / Tablet**

Commissioner Zander reported that the tablet is plugged in and ready to use. The primary purpose at this time is uploads for the digital frame and Story Corps App.

**Other**

No other report.

**VILLAGE ADMINISTRATOR REPORT**

Administrator Guenther reported on a possible funding source for the Caboose project he is working on. He reported that the Village is supportive of the renovation project.

Commissioner Zander provided Mr. Guenther with information on the computer program Past Perfect, which can be used for digitizing archival records. The project was briefly discussed.

**ADJOURNMENT**

**Motion** to Adjourn the Historical Commission Meeting.

<b>RESULT:</b>	<b>Passed [Yes 4, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Wendy Frasier
<b>SECONDER:</b>	Commissioner Barb Zander
<b>AYES:</b>	Michael Flynn, Wendy Frasier, Barb Zander, Jeffry Hayes

**NAYS:** None

**ABSTAIN:** None

The meeting adjourned at 10:56 AM.

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Mike Flynn, Chairman