

AGENDA

BEAUTIFICATION COMMITTEE MEETING

April 16, 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 March 19, 2025 Minutes
- V. MUNDELEIN ARTS COMMISSION REPORT
- VI. ANNOUNCEMENTS
- VII. PROJECTS
 - A. Spring Into Summer

- 1. Final layout and participants

- 2. Publicity

- 3. Specific Tasks

In advance

Day of

Follow up

B. Pollinator Garden

C. Bird City

D. Community Events

1. A-May-Zing Mundelein - May 3, 2025
2. International Compost Awareness Week
3. Mundelein Days - July 5, 2025 - 12:00 PM - 2:00 PM - finalize title and project
4. Brat Fest - Date not published yet but September 5, 2025 is most likely
5. Farmer's Market - September 20, 2025

VIII. OLD BUSINESS

A. 2025 Committee Calendar

B. Budget 2025 and 2026

1. Final 2025 Expenditures
2. 2026 Plan

IX. NEW BUSINESS

X. OTHER BUSINESS

XI. ADJOURNMENT

A. Adjourn the Beautification Committee Meeting

Motion to adjourn the Beautification Committee Meeting of April 16, 2025.

XII. NEXT MEETING - MAY 21, 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 March 19, 2025. Chairperson Ross called the meeting to order at 5:32 PM.

ATTENDANCE

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

Commission Attendance

PRESENT: Trustee Berman Ross, Committee Member Almanzo, Committee Member Nunez, Committee Member Mitchell

Remote attendance: Committee Member Tancredi

ABSENT: Committee Member Tierney, Committee Member Jankowski Jr.

Other Attendance:

PRESENT: Chris Woodard and Lynne Monroe, Assistant Village Administrator

PUBLIC COMMENTARY

None

MINUTES APPROVAL

Members Almanzo and Chairperson Ross provided a few grammatical corrections. Lynne noted the corrections and the motion passed with corrections.

Approval of the Beautification Committee Minutes

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

RESULT:	Passed [Yes 2, No 0, Abstained 0]
MOVER:	Committee Member Jill Mitchell
SECONDER:	Committee Member Catherine Almanzo
AYES:	Jenny Berman Ross, Kim Nunez
NAYS:	None
ABSTAIN:	None

MUNDELEIN ARTS COMMISSION REPORT

Chris Woodard provided Mundelein Arts Commission updates, including plans for a hand sculpture to be installed this year and their participation in the Farmer's Market this summer. Chris also reported Sparker Studios is coming soon to vacant space in the Fairhaven Pharmacy plaza - a new art business owned by artist Sam Parker. All are encouraged to attend the grand opening which is anticipated for this spring. She will also have multiple immersive art events throughout the year.

The Lure of the Local is being planned for the fall, and while it cannot be in its 2024 space, options are being considered. An October 11th / 12th opening is tentative.

ANNOUNCEMENTS

Chris Woodard reminded everyone that Earth Day is approaching and asked if there were any plans. Chairperson Ross noted that no one had taken on a specific project or plan for the day. Cat Almanzo suggested Chester submit a newsletter article about Earth Day.

PROJECTS

Spring Into Summer

Update on Participants, Layout, Giveaways

Chairperson Ross reported 30 confirmed participants for the May 31, 2025 Spring into Summer event. Ross will be submitting the event permits and has been working with Tighthouse. The group discussed the layout and plans for the event; Jenny is still finalizing the layout and looking to place kids' activities, face-painting, and the library together. Lynne has ordered several give-away items at Co-Chair Tancredi's request. Colleen summarized the items ordered, including a fabric tote bag with logos of Tighthouse and the Committee on each side. Cat Almanzo will be putting bird seed packets together. Jenny will be getting more Home Depot buckets that are used for the vendor signage at each booth. Chris has coloring books to give away as well, left over from Winter Tree Lighting.

The group agreed that giving away popcorn was not necessary with two food vendors and the work it requires. A spinner wheel will be set up for the many give-aways and Lynne also has access to a Plinko Board.

Publicity

Chairperson Ross reported that fliers should be finalized soon and distributed. She will get details to Freedom at the Village and then signs can be placed around town. Hay Botana is a food vendor for the day as well as a food truck to be determined. Lynne suggested those vendors be on the flyer.

Specific Tasks

The group briefly discussed who would be available for the event. Jill Mitchell was not able to commit, Colleen will be out of town. Chris Woodard plans to chalk paint the parking lot and the timing was discussed. Chris also offered to paint around town with a stencil if the Committee is able to get one or more - perhaps butterflies, birds, or flowers. Cat recalled that Chester plans to host a planting at the pollinator garden at

2:00 PM during the event.

Pollinator Garden

Due to the absence of Chester Jankowski, there was no report.

Bird City

Jill Mitchell has provided bird migration reference material to Lynne Monroe, and those will be summarized into an article for the print newsletter. This will satisfy one of the requirements for the BirdCity USA designation. Jill also suggested bird stickers be given out at events, and Lynne will order those.

Community Events

Chairperson Ross announced International Compost week for May 3-11, 2025. She is working with Public Works for potentially an event with give-aways one of the days at their location. SWALCO is planning a daily event and a weekday at Public Works would be ideal. The Tool Library cannot hold an event as in years past due to logistics at their new location. The Park District may have an event during that week as well.

A-May-Zing Mundelein - May 3, 2025 - Advertising pollinator packs

Chairperson Ross announced A-May-Zing Mundelein for May 3, 2025. Colleen detailed an idea of advertising Pollinator Packs that Country Bumpkin was willing to put together for the committee and sell. These would be made up of native plants that could be planted in planters on balconies, in yards, etc. Colleen would have one at A-May-Zing Mundelein and also recommend it for Spring into Summer. The wooden planters made by Public Works are still available and could be used to display. Cole reported that Chester plans to follow up with the nursery to finalize the pack so it could be sold in the spring for \$10.

Mundelein Days - July 5, 2025 12:00 - 2:00 PM

Time slot is confirmed for the committee to participate in Mundelein Days with an activity. Chairperson Ross will provide the activity and its name for marketing to Kelsey Langelier-Howe in Public Works.

Brat Fest - date not published yet but September 5, 2025 is most likely

The BratFest was a fun event last year and participation is scheduled again for this year; give-aways using a prize wheel will be included.

Farmer's Market - September 20, 2025

Chairperson Ross confirmed the Committee has a space reserved at the Farmer's Market for September 20, 2025.

NEW BUSINESS

Tracking Volunteer Hours

Based on other commission annual reports, Chairperson Ross and Co-Chair Tancredi suggested the group track volunteer hours. Cat Almanzo asked about the purpose of this reporting. Lynne explained it helps show how volunteers make a difference and the committee is able to accomplish more thanks to volunteer efforts. The group briefly discussed activities that take several hours and tracking would be a great way to show what is contributed to the community.

2025 Clean Up Projects

Co-Chair Tancredi is planning to organize clean-up projects and will have more details next meeting. Lynne asked that the area at Public Works be considered again as it gets filled with trash from dumpsters at adjacent apartments. Adopt-a-roadway programs are still an option for the committee to commit to a Village street.

OLD BUSINESS

2025 Committee Calendar

The calendar will be updated on SharePoint with events as discussed.

Budget 2025 and 2026

Spring into Summer Purchases

Lynne will work with Colleen on budget funds spent for Spring into Summer. Several items have already been ordered.

Options for balance of funds

Chairperson Ross spoke to Public Works about any needs where Beautification Committee funds could be used. Kelsey Howe and Chair Ross agreed on planters for Courtland Commons. Committee discussed how those planters could be labeled as a contribution from the Committee, or have the committee logo.

OTHER BUSINESS

Chris Woodard reminded the committee that she has two planters at her home. The group discussed raffling them off at events like the Farmer's Market. Raffles would not be to get volunteer names, but just an entry. It was suggested that we add one to the Lure of

the Local raffle where proceeds go to a public arts fund.

ADJOURNMENT

Motion to adjourn the Beautification Meeting.

RESULT:	Passed [Yes 4, No 0, Abstained 0]
MOVER:	Committee Member Jill Mitchell
SECONDER:	Committee Member Catherine Almanzo
AYES:	Jenny Berman Ross, Catherine Almanzo, Kim Nunez, Jill Mitchell
NAYS:	None
ABSTAIN:	None

The meeting was adjourned at 6:28 PM.

Jenny Ross, Chairman

NEXT MEETING - APRIL 16, 2025