

AGENDA

BEAUTIFICATION COMMITTEE MEETING

May 21, 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 April 16, 2025 Beautification Committee Meeting Minutes
- V. MUNDELEIN ARTS COMMISSION REPORT
- VI. ANNOUNCEMENTS
- VII. PROJECTS
  - A. Spring Into Summer
  - B. Pollinator Garden
  - C. Bird City
  - D. Community Events
    1. Mundelein Days - July 5, 2025 - 12:00 PM - 2:00 PM - Birds, Birds, Birds with tongue depressor puppets
    2. Brat Fest - Date not published yet but September 5, 2025 is most likely

3. Farmer's Market - September 20, 2025

E. Clean up events

VIII. NEW BUSINESS

IX. OLD BUSINESS

X. OTHER BUSINESS

XI. ADJOURNMENT

XII. NEXT MEETING - JUNE 18, 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 April 16, 2025. Chairperson Ross called the meeting to order at 5:32 PM.

**ATTENDANCE**

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

Committee Attendance

**PRESENT:** Chairperson Ross, Co-Chair Tancredi, Committee Member Jankowski, Committee Member Nunez, Committee Member Mitchell, Committee Member Tierney

**ABSENT:** Committee Member Almanzo

Other Attendance:

**PRESENT:** Chris Woodard, Mundelein Arts Commission and Lynne Monroe, Assistant Village Administrator

**PUBLIC COMMENTARY**

No Public Commentary

**MINUTES APPROVAL**

**Approval of the March 19, 2025 Minutes**

**Motion** to approve the Beautification Committee Meeting Minutes from March 19, 2025.

A few minor edits to the March meeting minutes were noted by Co-Chair Tandredi; Motion to approve the March 19, 2025 minutes with edits was made by Committee Member Nunez, seconded by Committee Member Mitchell. All in favor.

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

**MUNDELEIN ARTS COMMISSION REPORT**

Chris Woodard reported on current Mundelein Arts Commission (MAC) initiatives.

Lure of the Local will be held October 16, 2025 through November 16, 2025 at the Archer Business Center, but in a different space, formerly occupied by the law firm KSN. Please mark your calendars to attend the opening night on October 17, 2025. Chris suggested the

Committee consider another display as they had done in 2024. The theme of the event will be "Portals."

A Call for Artists is now open for the new Beautification/MAC STAR as well as for "smurals," (small murals). The first smural location will be at Tony Canoli's, with Bill's Pub and Emil's also being considered.

The MAC will hold its regular meeting next week, and Chris will have more updates next month.

## **ANNOUNCEMENTS**

Chair Ross reminded the committee about the SWALCO event-Compost Awareness week May 3-11, 2025, with an event on one of the days, to be determined, at Mundelein Public Works.

Committee Member Tierney distributed a Plant Sale flier. The plant sale is May 17, 2025 hosted by Master Gardner's.

## **PROJECTS**

### **Spring Into Summer**

#### **Final layout and participants**

Chair Ross reported on the final layout and participants for the May 31, 2025 Spring into Summer event. Chair Ross will provide Lynne with the required table and chairs so she can reserve for the event.

Old Number One Fire truck, a police car and a Public Works truck will all be there, as well as Hay Bontana and Pizzeria DeVille food vendors. There will be a reptile show from 2:00 - 3:00 PM indoors.  
Set-up will begin at 11:00 AM.

#### **Publicity**

Lynne will send the finalized fliers for distribution now that the final activities are confirmed. Vendors and Committee Members should plan to pick them up and distribute them once Lynne is given the count for printing.

#### **Specific Tasks**

## **In advance**

Finalized marketing and layout are nearing completion and all giveaways have been ordered. Sample items, including a cloth bag and garden gloves, were shared with everyone. The items will be used with a prize wheel for a give-away for attendees.

In an e-mail or next meeting, day of tasks will be assigned.

## **Day of**

Chair Ross indicated she has a list of tasks and will need helpers at each stage. From set-up at 11:00 AM until the start at Noon, someone will need to help direct cars and vendors. Cat has already volunteered to set up the Committee's table. Members will need to help at the table 12:00 PM - 4:00 PM, and others will be assigned to the reptile show and to clean-up. Chester can still hold a planting event; funds from next year's budget can be used to plants. Chester will create a plan for the garden layout, determine plants to order, and plan for a small planting group at 1:00 PM.

Two-hour shifts at the booth are needed, but plenty of other tasks will keep people busy for the entire span of the event.

Chris Woodard plans to chalk the parking lot before the event because she is unable to attend. Stencils have been ordered and should be ready soon.

Chair Tancredi discussed the options for a flower bundle to be sold at Country Bumpkin that can be promoted at the Spring into Summer event.

## **Follow up**

Chair Ross asked for ideas for leftover marigolds, if there are any, and suggested planting them in business pots around town. Chair Ross also suggested a survey be used after the event to continue to improve the event. Last year there was a positive response, in spite of the poor weather. Co-Chair Tancredi encouraged everyone to read the Lessons Learned document on SharePoint from last year's event.

## **Pollinator Garden**

Chester would like to have some help on Sunday, April 27, 2025, removing weeds and splitting plants in the pollinator garden. Noon was the agreed-upon time. Lynne can help with the purchase of plants when the design is ready and plants are selected. He estimates the cost at \$650.

## **Bird City**

Lynne reported that the Bird City application requires evidence of tasks completed to qualify. Therefore, the application process will not take place until we have held events, posted newsletter articles, etc. A newsletter article will be in the next Insider, and future e-Newsletters. A resolution will also be needed in the coming months to qualify. Jill Mitchell is planning a BirdWalk in the fall. Lynne confirmed that the Village already has Tree City designations.

### **Community Events**

#### **A-May-Zing Mundelein - May 3, 2025**

#### **International Compost Awareness Week**

Chair Ross reported Mundelein Public Works will host a compost event for SWALCO.

#### **Mundelein Days - July 5, 2025 - 12:00 PM - 2:00 PM - finalize title and project**

The Committee will sponsor a table with a BIRDS theme for Mundelein Days on July 5, 2025, with an activity to make a bird puppet with a tongue dispenser. The time is 12:00 - 2:00 PM.

#### **Brat Fest - Date not published yet but September 5, 2025 is most likely**

This event will also focus on birds and the prize wheel will be a big draw.

#### **Farmer's Market - September 20, 2025**

The Committee will have giveaways and answer questions at the Farmer's Market in September. It was suggested to have educational bird activities and promote a Bird Walk to benefit the Bird City designation.

## **OLD BUSINESS**

### **2025 Committee Calendar**

Chair Ross covered the events under Community Events

### **Budget 2025 and 2026**

## **Final 2025 Expenditures**

Co-Chair Tancredi presented the final items for FYE2024 budget spending. The committee will be purchasing two planters and two dog waste stations. The waste stations will be at the mural park on Park Street and at Courtland Commons. For the next year, starting with expenses in May, the committee will have \$10,000. Some will be spent right away with the Spring to Summer event.

## **2026 Plan**

No further discussion.

## **NEW BUSINESS**

None

## **OTHER BUSINESS**

None

## **ADJOURNMENT**

### **Adjourn the Beautification Committee Meeting**

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

The meeting was adjourned at 6:32 PM.

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Jenny Ross, Chairman

## **NEXT MEETING - MAY 21, 2025**