

AGENDA

BEAUTIFICATION COMMITTEE MEETING

July 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 Minutes
- V. MUNDELEIN ARTS COMMISSION REPORT
- VI. ANNOUNCEMENTS
- VII. PROJECTS
 - A. Pollinator Garden

 - B. Bird City

 - C. Community Events
 1. Brat Fest - Event affected by school construction, Sarah Christ will provide information soon - scheduled for September 5, 2025.
 - Prize Wheel - Jenny stored large items. Small / inexpensive items for kids will be needed.

2. Farmer's Market - September 20, 2025

D. Garden Awards

E. Clean Up Events

VIII. NEW BUSINESS

A. Projects

B. Budget

IX. OLD BUSINESS

X. OTHER BUSINESS

XI. ADJOURNMENT

A. Adjourn the Beautification Committee Meeting

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

XII. NEXT MEETING - AUGUST 20, 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 June 18, 2025. Chairperson Ross called the meeting to order at 5:32 PM.

ATTENDANCE

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

Committee Attendance

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

ABSENT: Catherine Almanzo

Other Attendance:

PRESENT: Chris Woodard, MAC Liason and Lynne Monroe, Assistant Village Administrator

PUBLIC COMMENTARY

There was no public commentary.

MINUTES APPROVAL

Approval of the May 21, 2025 Beautification Committee Minutes

Motion to approve of the May 21, 2025 Beautification Committee Minutes.

RESULT:	Passed [Yes 4, No 0, Abstained 2]
MOVER:	Committee Member Tancredi
SECONDER:	Committee Member Jankowski Jr.
AYES:	Committee Member Tancredi, Committee Member Tierney, Committee Member Jankowski Jr., Committee Member Ross
NAYS:	None
ABSTAIN:	Committee Member Kim Nunez, Committee Member Jill Mitchell

MUNDELEIN ARTS COMMISSION REPORT

Chris Woodard provided a brief update of Mundelein Arts Commission initiatives.

The Lure of the Local will be held in the fall and Chris recommended the Beautification Committee have a table again this year.

The hand sculpture is in process and will eventually be displayed in the Courtland Commons Butterfly Garden.

MAC received many submissions for the collaborative MAC and Beautification Committee

STAR to also be placed at the Butterfly Garden.

ANNOUNCEMENTS

There were no announcements.

PROJECTS

Spring into Summer - Short Recap

Chair Ross reported on the successful Spring into Summer event, with approximately 700 people in attendance. The committee discussed highlights, including successful vendor and food options, fun giveaways and beautiful weather. Flower giveaways were popular, and some volunteer names were collected for future events. Chair Ross plans to organize the remaining giveaways and event items this week, as they will be needed for future events.

Pollinator Garden

Member Jankowski provided an update on the pollinator garden that was replanted on May 31, 2025. One volunteer at the fest helped plant. The garden is now filled with new pollinator plants and is on an irrigation schedule. Member Jankowski also noticed a large area at Village Hall near the patio that looks to be an excellent area to consider more planting, perhaps in the fall. He will come up with a plan, and Lynne will seek approval from Public Works to use the space and determine irrigation options. He estimates the cost would be \$600, and some existing plants could be split and used in the Spring. Co-Chair Tancredi is interested in putting butterfly feeders in the Village Hall planters, and she will ask Public Works if this is acceptable.

Bird City

Member Mitchell will work with the Autobahn society, and maybe with Lake County, to get some ideas for a bird walk in the Fall to meet a Bird City requirement. The walk would be for bird national migration week. She reminded the committee that the Farmers Market on September 20, 2025, is bird-related as well to meet more Bird City designation requirements. Lynne asked Member Mitchell to provide a sample proclamation that she would use to get started on the Mundelein proclamation at a future board meeting.

Community Events

Mundelein Days - July 5, 2025 - 12:00 PM - 2:00 PM - Birds, Birds, Birds with tongue depressor puppets

Chair Ross reported the committee would be making bird puppets out of tongue depressors on Saturday, July 5, 2025 from 12:00 PM to 2:00 PM. Members discussed who would attend to help at this event. Co-Chair Tancredi will send a reminder to those involved. There will only be the activity and no giveaways or spin wheel. Member Mitchell offered to bring some flyers about bird migratory day.

Chris Woodard suggested the committee consider a full-page laminated display of accomplishments and pictures to start conversation and promote the Beautification Committee at these types of events. Co-Chair Tancredi offered to put something together.

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

Chair Ross asked for someone to manage this event, which would involve the spinning wheel and promotion of the committee. Chair Ross will help but asked for someone to take the lead. She will follow up at the next meeting.

Farmers Market - September 20, 2025

Co-Chair Tancredi offered to manage the Farmer's Market event, and the group discussed this being the kick-off for bird migration activities and events.

Garden Awards

Co-Chair Tancredi discussed with the group ideas for promoting the Garden Awards. The bookmarks provide some information, but were not a big draw at Spring into Summer. She will have printed nomination forms for future events instead of always relying on the QR code. The plan will be to accept nominations through August. Co-Chair Tancredi spoke of this being a time-consuming task and everyone's help in promotion and getting nominations is appreciated.

Clean Up Events

Co-chair Tancredi asked for a volunteer to manage clean-up events. It was discussed that this is a core event and important to the community, Public Works, and the board. Co-Chair Tancredi said managing this event is not difficult. The most important aspect is gathering volunteers and setting dates for clean-up. The bike path is the next scheduled clean-up event site. Member Nunez asked why the bike path was a focus for the Bike Race weekend, even though the event was on another side of town. Chair Ross explained it was an initiative to have a clean area for many people who visit from all over the country, and many use the bike path around that time.

NEW BUSINESS

Project Assignments

Continuing the events discussions, Lynne asked everyone to consider having a bigger commitment to the events and consider specific assignments via subcommittees. As a Beautification Committee Member, each person has a role in giving time and managing the commitments of the group. If each person took the lead on a specific project or event, there is more accountability and progress.

Co-Chair Tancredi and Chair Ross agreed and laid out the projects, asking each person to take a role in managing them. After discussion of the commitments to maintain, the event/project and assigned committee members were determined as follows:

- Pollinator Garden ~ Chester Jankowski
- Bird City USA ~ Jill Mitchell
- Springtinot Summer ~ Jenny Ross
- Clean-Up Events ~ Kim Nunez
- Garden Awards ~ Colleen Tancredi
- Pop-Up Events (Lure, Farmer's Market, Community Days, Tree Lighting, Brat Fest, etc.) ~ Cat Almanzo and Peg Tierney

The group discussed how everyone can help and volunteer for all events, but this system will provide structure as someone takes the lead and the arrangements are finalized. Participation in as much as possible is encouraged and needed.

Budget

Co-Chair Tancredi will work with Lynne to get updates to the budget spent year-to-date.

Chair Ross explained it is important to plan for budget items, rather than going to Public Works and asking them for ideas at the end of the year about how to spend our money. Budget details and plans will be discussed at a future meeting.

Member Nunez asked if she could offer to buy treats for clean-up workers. Lynne recommended she have a cooler and buy bottled water, expensed to the committee. Chair Ross mentioned that Public Works may have water. Lynne confirmed they have an ice machine and coolers.

Member Nunez also asked if we had enough giveaways for future events. Lynne confirmed there were plenty of items to giveaway and Chair Ross suggested candy as something to possibly add if desired.

OLD BUSINESS

None

OTHER BUSINESS

Chair Ross mentioned that Libertyville Garden Club has a garden walk on June 28, 2025 if anyone is interested.

ADJOURNMENT

Adjourn the June 18, 2025 Beautification Committee Meeting

Motion to adjourn the Beautification Committee Meeting.

The meeting was adjourned at 6:37 PM.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Committee Member Mitchell
SECONDER:	Committee Member Tancredi
AYES:	Committee Member Nunez, Committee Member Tancredi, Committee Member Tierney, Committee Member Mitchell, Committee Member Jankowski Jr., Committee Member Ross
NAYS:	None
ABSTAIN:	None

Jenny Ross, Chairman

NEXT MEETING - July 16, 2025