

AGENDA

HISTORICAL COMMISSION MEETING

November 5, 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 October 1, 2025 Minutes
- VI. CHAIRMAN'S REPORT
 - A. Docent Schedule
 - B. Museum Closures: November 5, 2025, November 26, 2025 and November 29, 2025
 - C. Hometown Heros Banner
 - D. Fall Newsletter Analytics Report
 - E. Lure of hte Local - Postcard Installation
 - F. Fremont School Presentations — November 20, 2025 and November 21, 2025 - Noon - 3:00 PM

G. Radio Shows

H. Historical Alliance / Waukegan Grant

VII. MUSEUM OPERATIONS

A. Archiving

B. Facility Maintenance

1. Landscape Installation Sign Comments

2. Mitigation Project - November 3, 2025 - November 6, 2025

C. Collections: Accessioning / De-accessioning

Motion to accept the recommendations for Accessioning and De-accessioning as indicated.

D. Volunteer Hours

E. Museum Attendance

F. Other

VIII. NEW BUSINESS

A. Commission Vacancy Recommendation

B. Road Clean-up - November 8, 2025

C. Historical Alliance / America 250 Oral History

IX. OLD BUSINESS

- A. Digital Site Map

- B. Digital Frame Display

- C. Caboose

- D. Other

X. VILLAGE ADMINISTRATOR REPORT

XI. EXECUTIVE SESSION

- A. **Motion** to recess to executive session pursuant to 5 ILCS 120/2(c) of the Illinois Open Meetings Act for the purpose of discussing appointment of a member of a public body

- B. **Motion** to reconvene the Historical Commission regular Meeting

- C. Attendance

- D. Action from Executive Session

XII. ADJOURNMENT

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, October 1, 2025. Chairperson Flynn called the meeting to order at 9:02 AM.

ATTENDANCE

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

Commission Attendance

PRESENT: Chairman Flynn, Commissioner Baur, Commissioner Frasier, Commissioner Walker, Commissioner Zander, Commissioner Hayes

ABSENT:

Other Attendance

PRESENT: Tracey Skinner, Elaine Farrar, Jeanne Steffens, Eric Guenther, Village Administrator

PUBLIC COMMENTARY

- Tracey Skinner commented on how well the Cemetery Walk went.
- Elaine Farrar said she is interested in history and expressed her interest in becoming a docent.
- Jeanne Steffens was unable to attend the Cemetery Walk and requested a copy of the script; discussed Grayslake's cemetery walk focusing on local businesses and Grayslake Library programs; suggested Colin McCrae, Russell Rouse, Greg Peleska, and Bruce Niemi as possible inclusions the museum's Day of The Dead Display

PARK DISTRICT REPORT

No report.

MINUTES APPROVAL

Approval of the July 2, 2025 Meeting Minutes

Motion to approve the Historical Commission Meeting Minutes from July 2, 2025.

RESULT: Passed [Yes 6, No 0, Abstained 0]

MOVER: Commissioner Tom Baur

SECONDER: Commissioner Barb Zander
AYES: Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffrey Hayes
NAYS: None
ABSTAIN: None

Approval of the August 6, 2025 Meeting Minutes.

Motion to approve the Historical Commission Meeting Minutes from August 6, 2025.

RESULT: **Passed [Yes 6, No 0, Abstained 0]**
MOVER: Commissioner Barb Zander
SECONDER: Commissioner Tom Baur
AYES: Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffrey Hayes
NAYS: None
ABSTAIN: None

Approval of the September 3, 2025 Meeting Minutes

Motion to approve the Historical Commission Meeting Minutes from September 3, 2025.

RESULT: **Passed [Yes 6, No 0, Abstained 0]**
MOVER: Commissioner Tom Baur
SECONDER: Commissioner Anne Walker
AYES: Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffrey Hayes
NAYS: None
ABSTAIN: None

CHAIRMAN'S REPORT AND OTHER COMMUNICATION

Docent Schedule

No report.

Group Tour - September 23, 2025

Chairman Flynn reported on a private tour of the Museum he gave to a women's group from Libertyville with ten attendees.

Fall Newsletter

No report.

Lure of the Local - Postcard Installation

General discussion of Lure of the Local and the Commission's display of historic postcards beginning on October 17, 2025 and continuing for one month.

Ivanhoe Cemetery Walk - September 27, 2025 and October 1, 2025

The Cemetery Walk had a total attendance of 103 with several no-shows; discussion of how to distribute the funds donated funds, agreed on \$100.00 to the church, \$125 to the Museum's fund.

Day of the Dead / All Hallows Eve - Display

Day of the Dead: decorate on Saturday, October 18, 2025, celebrate on October 25, 2025 and 29, 2025. Commissioner Zander will decorate the exterior for the fall.

Radio Shows

Radio Show: Two radio shows in October on the 25, 2025 and October 29, 2025, different show each day.

MUSEUM OPERATIONS

Archiving

Archiving: Continuing need to review files about local people to determine how to display.

Facility Maintenance / Landscape Installations

Facility Maintenance: The new roof has been installed; basement repair has not yet been scheduled; it was suggested MPRD be requested to trim the overgrown vegetation along the Seavey Drainage Ditch so the Museum can be seen by passersby.

Collections: Accessioning / De-accessioning

Motion to accept recommendations for accessioning and de-accessioning.

Accessions: General discussion regarding accession of the 1926 Illinois license plate presented by Commissioner Baur; a late 1800s doll and doll parasol presented by Commissioner Zander, childrens book published in 1913 and republished in 1930; book written by two brothers who lived in Mundelein and wrote the book about Mundelein; six hardbound lesson books from the Sheldon School: need more space for Deed of Gift storage, possibly on Village website?

Volunteer Hours

Volunteer Hours: 139

Museum Attendance

Attendance: 27, 103 at Cemetery Walk

Other

No other reports.

NEW BUSINESS

Commission Vacancy - Reveiw Process

General discussion regarding the selection of a new commissioner, will provide a recommendation to the mayor.

Road Clean-up - October 4, 2025

Roadway clean-up on Saturday, October 4, 2025, 8:00 AM at the Museum.

2026 Display Ideas

General discussion: Kirk Players 60th Anniversary; sheet music over the sign-in desk; modify/update the Diamond Lake exhibit to include some Hynds items; 1926 events in the Ladies Waiting room.

Fremont School Presentation

Fremont School, presentations not yet scheduled.

OLD BUSINESS

Digital Site Map

Story Corps

Digital Frame Display

Digital Frame to be completed by winter.

Caboose

Caboose: Seeking an update from MPRD on Caboose restoration/repair.

Other

General discussion regarding hometown banners for veterans suggested the Commission cover the cost for a banner for Dr. Raider.

VILLAGE ADMINISTRATOR REPORT

No report.

ADJOURNMENT

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Anne Walker
SECONDER:	Commissioner Barb Zander
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffrey Hayes
NAYS:	None
ABSTAIN:	None