

AGENDA

BEAUTIFICATION COMMITTEE MEETING

April 17, 2024 - 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 20, 2024 Minutes
- V. MUNDELEIN ARTS COMMISSION REPORT
- VI. ANNOUNCEMENTS
- VII. PROJECTS
 - A. Spring Into Summer Event
 - i. Advertising/Promotion
 - ii. Event Support
 - iii. Donations
 - B. A-May-Zing Mundelein
 - C. Mayor's Monarch Pledge
 - D. Beautification Committee Presence at Village Events
 - i. Farmer's Market
 - ii. Mundelein Days

- iii. Donations
- iv. Bike Race
- v. Roadway Clean-Up

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. OTHER BUSINESS

XI. NEXT MEETING - MAY 15, 2024

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.

**BEAUTIFICATION COMMITTEE
MINUTES
March 20, 2024**

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- I. **Call to Order.** The Beautification Committee meeting was held on Monday, February 20, 2024, at 300 Plaza Circle, Mundelein, IL 60060. The meeting was called to order by Jenny Ross at 5:33 p.m.
- II. **Attendance.** Jenny Ross, Kim Nunez, Colleen Tancredi, Peg Tierney, Catherine Almanzo, Chris Woodard, Arts Commission Liaison, and Lynne Monroe, Assistant Village Administrator.
- Also Present:** Mark Yarbrough from Tighthead and Gail Becke.
- III. **Public Commentary.** Mark was introduced to the committee members. Mark had updates regarding the Spring into Summer event which will be addressed later in the agenda.
- IV. **Approval of Minutes – February 20, 2024.** Catherine Almanzo noted that tonight's meeting was incorrect in the minutes. Peg Tierney suggested removal of an irrelevant sentence in the Minutes under Section 3-Public Commentary. **Motion** by Nunez, seconded by Tierney to approve the amended minutes of February 20, 2024. Upon voting the motion was carried unanimously.
- V. **Mundelein Arts Commission Report.** Chris Woodard reported several events happening with MAC.
- There will be a mid-May event at Tonality to benefit the Kracklauer Fund. The Kracklauer Fund projects like this raise money for larger public art projects. The May event will be a ticketed event with food and music in partnership with Tonality. All proceeds will go toward the Kracklauer Fund. The Planning Committee had just begun planning and date is TBD.
 - Becca, from the Farmers Market, will have a craft table each week with art supplies at the Market. Volunteers are needed to staff the art table. The market runs 12-14 weeks.
 - MAC would like to have a float at this year's Mundelein Community Days parade and invite all commissions/committees for one entry. Chris asked for a point person from the Beautification Committee for this initiative. We will secure a volunteer as the event gets closer.
 - MAC approved \$1,500 for the STAR, with \$1,000 committed from the Beautification Committee. The art will consist of monarchs and marigolds with a Mexican heritage theme. Artists are being contacted, and the STAR should be placed in Courtland Commons by Mundelein Community Days. Catherine confirmed she has \$50 each from Park Street and EL Barrio towards the STAR. Chris also secured \$2,000 from Flowerama.
 - MAC is planning for a new sculpture at the south end of Courtland Commons consisting of a large hand.

- Chris mentioned that Arbor Day is the last Monday in April, and it would be beneficial to have seed packets for that Bingo event.

VI. **Announcements.** Nothing to report.

VII. **Projects.**

A. Spring Into Summer Event Discussion

Jenny shared chalk art supply request with Lynne who will order for the event.

The group discussed the flyer for promoting the event and unanimously agreed to use the Beautification Committee logo and not the butterfly logo used last year. Jenny indicated she is working with Dawn Jenich on vendors to be listed on the flyer.

The Plant Exchange will also be promoted. The Plant Exchange is a MCC contribution, but we will advertise to allow the drop off of plants the day before at Tighthead. Mark said he has pallets and can accommodate a Friday drop off. Peg mentioned a concern of the jumping worm with plant exchanges and will get more information from the Master Gardners.

Mark asked the group to contact him if anything is needed for the event. He can supply tents if necessary. Mark asked if any electricity would be needed and to let him know. Lynne will confirm with Smokin BBQ, but no others indicate a need for power. Jenny is keeping track of who has their own tents and so far, we have enough. Lynne reported we are renting tables and will supply each vendor one 8 ft. table and two chairs.

Mark asked when do we plan to set up for the event. Lynne reported set-up will take place the morning of June 1.

Mark reported School of Rock cannot start playing until 2:00 p.m. and will play for 3 hours. Mark reported the food truck coming is Curious Crow.

Mark suggested more seating with shade cover if possible as that was recommended last year. Lynne will ask that Public Works bring the two large stationary umbrellas. Lynne reported that Public Works will set up and help move Tighthead's Picnic tables for the event.

Jenny will send an e-mail to vendors as the date approaches confirming tents and set-up time.

Catherine still hopes to get 10 planter boxes from the Tool Library and will fill one and use one for a demonstration.

Gail Becke inquired about timing of set-up and the name for her booth.

Jenny reminded everyone to secure donations; Jenny will contact Home Depot for buckets. Any donations secured are to be sent to Lynne by April 10, 2024. Lynne will bring the compiled list to the April meeting.

B. A-May-Zing Mundelein - has only one volunteer from our group. Please contact Jenni House at the Police Department if interested. The Beautification Committee will consider a giveaway for the participating residents.

C. Mayor's Monarch Pledge - Lynne will complete the pledge by March 31st and staff will prepare the proclamation. Jenny suggested taking photos throughout Mundelein at our events as they

are helpful at the end of the year for completing the report. Lynne asked that the photos be added to the SharePoint.

D. Beautification Committee Presence at Village Events – Jenny reported on the Farmer's Market Beautification Committee dates are confirmed for June 29 and Sept 28. Ongoing support will be asked for the kids and craft events throughout the Farmers Market season.

- The Beautification Committee may be possible to have a booth for a craft activity on 1 day; Lynne suggested a butterfly craft, if we have supplies left from the Spring into Summer event.
- Chris reported that the intention for the float is for all commissions.
- The Bike Race is scheduled for July 22 and volunteers would be needed to host a table.

VIII. **Old Business.** Nothing to report.

IX. **New Business.** Jenny reported that she confirmed with Dawn Jenich that a monthly newsletter with SWALCO, Garden Club and Beautification Committee events will be showcased. The first one is planned for mid-April. Content will be needed ongoing. Jenny explained that Dawn agreed to create this, and it will be helpful with overflow of Village weekly newsletter items, including Public Works notices such as Groot announcements.

Lynne suggested adding articles, items of interest and photos to SharePoint for a place to draw content from.

Chris suggested a Facebook page and recommended that Jess Marvin from staff might be able to help. Lynne can inquire about this possibility. Catherine offered to help with keeping up with posts.

X. **Other.** Kim reported what she learned at a recent Dark Skies presentation. The group discussed Mundelein's initiatives with downward facing streetlights. Kim encouraged the committee to consider this initiative as a future project, provided it did not double up a current Village project. Colleen suggested this be a newsletter article. Jenny asked Kim to research some Village certification or designation for Dark Skies initiatives.

Peg inquired when terms expire for current members and if we had other applicants. Lynne will look into any applications on file and will also send term end dates to all.

XI. **Next Meeting** – The next meeting is scheduled for April 17, 2024, 5:30 p.m.

XII. **Adjournment** – Motion by Nunez, seconded by Tierney to adjourn the meeting at 6:38 p.m. The motion carried unanimously.

Minutes taken by: Lynne Monroe