

AGENDA

HISTORICAL COMMISSION MEETING

January 7, 2026 - 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 November Meeting Minutes  
**Motion** to approve the Historical Commission Meeting Minutes from November 5, 2025.
  - B. Approval of the December Meeting Minutes  
**Motion** to approve the Historical Commission Meeting Minutes from December 3, 2025.
- VI. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
  - A. Museum Workspace / Off-site Storage
  - B. Illinois Rail Road Museum visit December 19, 2025
  - C. January Newsletter
  - D. Newsletter Ideas
  - E. Museum Exhibits

F. Events for 2026

G. Other

## VII. MUSEUM OPERATIONS

A. Archiving

1. Digitizing Equipment

B. Facility Maintenance

1. Landscape Installation Sign

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

C. Collections: Accessioning / De-accessioning

**Motion** to accept recommendations for accessioning and de-accessioning.

D. Volunteer Hours

E. Museum Attendance

F. Other

## VIII. NEW BUSINESS

A. Commission Vacancy Update

B. 2026 Budget Request

C. Historical Alliance / America 250 Oral History

D. Other

IX. OLD BUSINESS

A. Digital Site Map

B. Digital Frame Display

C. Landscape Signage

D. Other

X. VILLAGE ADMINISTRATOR REPORT

XI. 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, November 5, 2025. Chairperson Flynn called the meeting to order at 8:58 AM.

**ATTENDANCE**

Commission Attendance

**PRESENT:** Chairman Flynn (Via Phone) - Chairman Flynn left the meeting at 9:17 A.M., Commissioner Baur, Commissioner Frasier, Commissioner Walker, Commissioner Zander, Commissioner Hayes

**ABSENT:**

Other Attendance

**PRESENT:** Terry Schaul, Jeanne Steffens, Tracey Skinner, Ron Salski

**PUBLIC COMMENTARY**

Jeanne visited Wauconda Historical Museum, reported on their programs; volunteered at Lure of the Local, received a lot of favorable comments MHC postcard display; Roger Hammer performed at Lure of the Local, is ready and willing to play for Museum History Day; has a card from History Singers who perform war era songs.

Terry Schaul stated he believes the Hynds exhibit should not be held for one more year.

Tracey Skinner waiting to hear on her application status.

**PARK DISTRICT REPORT**

- 1) Have applied for multiple grants regarding the Diamond Lake Beach redevelopment, should receive approvals in February 2026;
- 2) Mundelein / Vernon Hills Rotary is disbanding. They have a Rotary bell and banners that they can donate to the museum;
- 3) Caboose — have a virtual meeting scheduled with Illinois Railroad contacts. He and Mike will attend; Ron will lead the meeting;
- 4) Building — Mike, Barb, and Ron will meet regarding the next phase of planting; asbestos in basement will be remediated over Thanksgiving, budgeted for 2026 due to high bid; crew will trim high weeds along Seavey Drainage Ditch.

**MINUTES APPROVAL**

**Approval of the October 1, 2025 Minutes**

**Motion** to approve the October 1, 2025 Historical Commission Meeting Minutes.

**RESULT:** Passed [Yes 5, No 0, Abstained 0]

<b>MOVER:</b>	Commissioner Wendy Frasier
<b>SECONDER:</b>	Commissioner Tom Baur
<b>AYES:</b>	Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffrey Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

## **CHAIRMAN'S REPORT**

### **Docent Schedule**

**Museum Closures: November 5, 2025, November 26, 2025 and November 29, 2025**

Museum will be closed for Thanksgiving Week.

### **Hometown Heros Banner**

The Veteran Banner for Dr. Raider had been ordered.

### **Fall Newsletter Analytics Report**

Fall Newsletter has gone out, 496 sent, 360 opened; need ideas for January, 2026 newsletter.

### **Lure of hte Local - Postcard Installation**

**Fremont School Presentations — November 20, 2025 and November 21, 2025 - Noon - 3:00 PM**

Fremont School presentations are November 20, 2025 and November 21, 2025, Commissioners Frasier, Zander and Walker will attend both days, Shawn Killackey will attend on the 20th, Chairman Flynn will attend on the 21st.

### **Radio Shows**

Radio Shows set for November and December.

### **Historical Alliance / Waukegan Grant**

## **MUSEUM OPERATIONS**

## **Archiving**

Nothing to report.

## **Facility Maintenance**

## **Landscape Installation Sign Comments**

### **Mitigation Project - November 3, 2025 - November 6, 2025**

#### **Collections: Accessioning / De-accessioning**

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

**Motion** by Commissioner Zander, seconded by Commissioner Walker to accession doll parasol and 1800s doll, was approved by all commissioners present, absent and not voting, Chairman Flynn.

**Motion** by Commissioner Walker, seconded by Commissioner Zander to accession iceboating on Diamond Lake photo, was approved by all Commissioners present, absent and not voting, Chairman Flynn.

**Motion** by Commissioner Walker, seconded by Commissioner Zander to accession railroad book was approved by all Commissioners present, absent and not voting, Chairman Flynn.

**Motion** by Commissioner Zander, seconded by Commissioner Baur to accession 1926 Illinois license plate, was approved by all Commissioners present, absent and not voting Chairman Flynn.

**Motion** by Commissioner Zander, seconded by Commissioner Baur to accession ten (10) Sheldon School Lesson books, approved by all Commissioners present, absent and not voting, Chairman Flynn

**Motion** by Commissioner Baur, seconded by Commissioner Zander to accession a bailing hook, was approved by all Commissioners present, absent and not voting Chairman Flynn

**Motion** by Commissioner Zander, seconded by Commissioner Baur to accession a slythe, was approved by all Commissioners present, absent and not voting Chairman

Flynn.

**Motion** by Commissioner Zander, seconded by Commissioner Baur, to accession two silver tray, a silver vegetable bowl and ladle, approved by all Commissioners present, absent and not voting, Chairman Flynn.

**Motion** by Commissioner Zander, seconded by Commissioner Baur to accession a prayer book belonging to Cardinal Mundelein, was approved by all Commissioners present, absent and not voting, Chairman Flynn.

### **Volunteer Hours**

Attendance for October, 2025: 48

### **Museum Attendance**

Attendance for October, 2025: 48

### **Other**

Day of the dead decorations to be taken down.

Suggested display changes for 2026: Kirk Playrers (60th anniversary); 1926 in Ladies Waiting Room; music display; 1930's living room, discussion tabled until December 2025, meeting.

## **NEW BUSINESS**

### **Commission Vacancy Recommendation**

### **Road Clean-up - November 8, 2025**

### **Historical Alliance / America 250 Oral History**

## **OLD BUSINESS**

### **Digital Site Map**

Digital site map, no report.

## Digital Frame Display

Digital frame will be completed over the winter break.

## Caboose

## Other

## VILLAGE ADMINISTRATOR REPORT

### EXECUTIVE SESSION

#### **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**

Meeting recessed into executive session at 10:00 a.m. personnel matter, public left the room

Motion to reconvene at 10:00 a.m. attended unchanged; the public invited to return to the room.

#### **Motion to reconvene the Historical Commission regular Meeting**

### Attendance

### Action from Executive Session

Recommend to the Mayor that Tracey Skinner be appointed to fill the vacant position on the Commission.

<b>RESULT:</b>	<b>Passed [Yes 5, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Tom Baur
<b>SECONDER:</b>	Commissioner Barb Zander
<b>AYES:</b>	Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffry Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

## ADJOURNMENT

**Motion** to Adjourn the Historical Commission Meeting. The meeting adjourned at 10:17 AM.

<b>RESULT:</b>	<b>Passed [Yes 5, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Anne Walker
<b>SECONDER:</b>	Commissioner Tom Baur
<b>AYES:</b>	Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffry Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

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Mike Flynn, Chairman

**CALL TO ORDER**

The regularly scheduled meeting of the Historical Commission was held on Wednesday, December 4, 2025. Chairperson Flynn called the meeting to order at 9:06 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:** Albert Scharf , Tracey Skinner, Jeanne Steffens

**PUBLIC COMMENTARY**

Jeanne Steffens sat for final session of Lure of the Local, it was well attended; the Waukegan Carnegie Library presentation of Lake County archeology; presented copy of 1919 map of Lake County without a legend prepared by Albert Scharf; Wauconda held a storytelling night about growing up in Wauconda.

**PARK DISTRICT REPORT**

No report.

**MINUTES APPROVAL**

**CHAIRMAN'S REPORT AND OTHER COMMUNICATION**

**December Docent Schedule**

Final December museum date is Wednesday, December 17th, Commissioners Zander and Hayes will be docents.

**Illinois RR Museum / Caboose Restoration Report**

Scheduling a meeting for next week at the Illinois Railroad Museum with MPRD representatives, Chairman Flynn, and Bob Ward to discuss the scope of caboose project, funding is a major factor.

**Fremont School Presentations - November 20, 2025 and November 21, 2025**

Fremont School presentations went well.

**Newsletter Ideas**

Have been unable to find any additional information on ice boating in Mundelein, no local organization looking for additional topic suggestions.

**Museum Take Down Date**

Day of the Dead Display take down: need limited storage to one large tub due to storage limitations.

**Other**

**MUSEUM OPERATIONS**

**Archiving**

Need categorizing software to digitize records to improve accessibility. We also need workspace with storage space.

**Facility Maintenance**

**Landscape Installation Sign Comments**

Need any further comments on landscaping sign; need to verify asbestos remediation was completed.

**Mitigation Project - November 3, 2025 - November 6, 2025**

**Collections: Accessioning / De-Accessioning**

**Motion** to accept recommendations for accessioning and deaccessioning.

Motion to accession two MHS record albums, one band and one choral; two records and Playbill of Marlin Brando (Guys and Dolls); Marlon Brando album (photos, etc.)

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

## 2026 Display Changes

General discussion of 2026 display changes possibilities.

**Ladies Waiting Room - Mundelein Late 1920's - Eucharistic Congress, North Shore Railroad Station and Soo Line Station 1926; Model Farm 1928, Village Hall 1929**

**Motion** to change Ladies Waiting Room to 1926 display, move Hynds exhibit to two cases in the main room,

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

**Relocate items from the Hynds Collection to one or two cases currently in the main viewing area.**

**Convert one case to a display on the Kirk Players 60th Anniversary.**

**Motion** by Commissioner Frasier, seconded by Commissioner Baur to replace the Day of the Dead display with the Kirk Players 60th Anniversary display.

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

**Take down the old school room and install a sample "Living room of the 1930's" in its place.**

**Motion** to replace the schoolroom displays the Freight Room with a 1930s living room.

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

**Install a sheet music display in the entrance area.**

**Motion** to display sheet music on the wall above the entry desk and move maps to the Ladies Waiting Room.

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

**Volunteer Hours**

Volunteer hours for November: 82.5

**Museum Attendance**

Attendance: 12

**Other**

The final radio program is December 13, 2025, Dickens A Christmas Carol.

**NEW BUSINESS**

**Commission Vacancy Update**

New Commissioner appointment will be finalized on Monday, December 8, 2025, at the Village Board Meeting.

**2026 Budget Request**

After lengthy discussion, it was decided to make a formal budget request to the Village for archiving software and necessary hardware equipment.

**Historical Alliance / America 250 oral History (Barb, Jeanne, Mike)**

**Other**

**Digital Frame Display**

It was agreed the digital frame needs to be completed for the museum seasonal opening in 2026.

**OLD BUSINESS**

**Digital Site Map**

**Digital Frame Display**

**Historical Alliance / America 250 Oral History**

**Other**

Roadway Cleans-up: It was agreed three clean-ups will be scheduled for 2026, mid April, mid June, and mid September.

**VILLAGE ADMINISTRATOR REPORT**

No report, no need to respond regarding term expiration unless there is an issue.

**ADJOURNMENT**

**Motion** to Adjourn the Historical Commission Meeting. The meeting adjourned at 10:40 AM.

<b>RESULT:</b>	<b>Passed [Yes 6, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Anne Walker
<b>SECONDER:</b>	Commissioner Tom Baur

<b>AYES:</b>	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Barb Zander, Jeffry Hayes
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

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Mike Flynn, Chairman