

AGENDA

HISTORICAL COMMISSION MEETING

February 4, 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 Meeting Minutes
- VI. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
 - A. Digitizing Project

 - B. 2026 Museum Exhibits

 - C. Downtown Historical Walk

 - D. Pop-up Museum at Farmers Market

 - E. MHC Annual Report - February 23, 2026

 - F. Fremont Library Display

- G. Other

VII. MUSEUM OPERATIONS

- A. Archiving

- 1. Digitizing Equipment

- B. Facility Maintenance

- C. Collections: Accessioning / De-accessioning

Motion to accept recommendations for all accessioning and de-accessioning for items as discussed.

- D. Volunteer Hours

- E. Other

VIII. NEW BUSINESS

- A. Historical Alliance / America 250 Oral History

- B. FYE2027 Budget

- C. Other

IX. OLD BUSINESS

- A. Digital Site Map

- B. Digital Frame Display

C. Landscape Signage

D. Caboose

E. Other

X. VILLAGE ADMINISTRATOR REPORT

XI. ADJOURNMENT

A. Adjourn the Historical Commission Meeting

Motion to adjourn the Historical Commission Meeting.

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, January 7, 2026. Chairperson Flynn called the meeting to order at 9:01 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:

PHONE: Commissioner Skinner (Not voting)

Other Attendance

PRESENT: Eric Guenther, Village Administrator, Ron Salski, Director Mundelein Park and Recreation District, and Jeanne Stefens

PUBLIC COMMENTARY

Jeanne commented on the FB (facebook) page - it is working well; however, is it possible to have a timeline of events AND volunteer opportunities. Suggested that someone with "project management" would be beneficial with the museum's displays.

PARK DISTRICT REPORT

1. In response to Jeanne's suggestion above, Ron mentioned that we should contact Denise and she could send out blasts
2. Caboose - Projected costs could be from \$40k ("preservation" may only help 6-7 years) up to beyond \$150k ("restoration") depending: on time, material costs and what is actually found once it is seen inside. Shelter covering the caboose (during construction) was also suggested.
3. Crawl Space - \$70k cost is too expensive; Park District will look at what they can do themselves
4. Storage - unfortunately given the lack of space and need for temperature controlled, there is not any available place for the museum's files to be moved anywhere offsite. Having files offsite allows more display space within the museum's square footage.
5. Digitizing Files - In response to Barb's request of a cloud based software program, Ron will talk with his I.T. department, research Barb's suggestion (Past Perfect), and get back to the group. Ron also suggested we could do a "test" case with a digitizing company they use in Libertyville.
6. Acid-Free Printing - Barb requested a printer with larger than 8.5 by 11 inch capabilities. Ron & Mike mentioned that the park district could print items for

the museum.

7. With requests of storage, printer and software, it was mentioned that the goal is to do “wise spending” within our budget
8. Mitigation - went fine in November.
9. Unfortunately, the landscaping is still blocking visibility of the Museum signage

MINUTES APPROVAL

Approval of the November Meeting Minutes

Motion to approve the Historical Commission Meeting Minutes from November 5, 2025.

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

Approval of the December Meeting Minutes

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

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

CHAIRMAN'S REPORT AND OTHER COMMUNICATION

Museum Workspace / Off-site Storage

Illinois Rail Road Museum visit December 19, 2025

January Newsletter

Newsletter Ideas

Newsletter - January article was already sent to Jen; April will be the next one.

Museum Exhibits

Exhibits - Tracy is working with Kirk Players to curate a 60th Anniversary display. Once Barb disassembles the Ladies Waiting Room display, Wendy and Mike are curating the Ladies Waiting Room in 1920's Mundelein events. Barb will move the Hines display to the main room. The Back Room will be 1920's. ** It was decided to put the "Livingroom" exhibit on hold for a year. **

Events for 2026

Exhibits - Tracy is working with Kirk Players to curate a 60th Anniversary display. Once Barb disassembles the Ladies Waiting Room display, Wendy and Mike are curating the Ladies Waiting Room in 1920's Mundelein events. Barb will move the Hines display to the main room. The Back Room will be 1920's. ** It was decided to put the "Livingroom" exhibit on hold for a year. **

Other

MUSEUM OPERATIONS

Archiving

Digitizing Equipment

Facility Maintenance

Landscape Installation Sign

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

Collections: Accessioning / De-accessioning

Motion to accept recommendations for accessioning and de-accessioning.

1) German clock (possible Bavarian about 1890's)

Motion - Tracy 2nd = Barb all, but Wendy absent from meeting
now

2) Firefighter Helmet 2007-2017

Motion = Barb 2nd = Jeff all, but Wendy absent

3) Marlon Brando Guys'n'Dolls 45 Record

Motion = Barb 2nd = Tom all, but Wendy absent

4) Mundelein High School 1969 Band Memories (New Orleans?)

Motion = Anne 2nd = Tom all, but Wendy absent

5) MHS Choral Band recording

Motion = Barb 2nd = Jeff all, but Wendy absent

6) NO action taken on a 1990 Mundelein Year Book (Obelisk) - will look to see if
have already

Volunteer Hours

Adjusted hours for November, now 106 hours.

Museum Attendance

December hours are 65. Attendance: 15 visitors

Other

NEW BUSINESS

Commission Vacancy Update

Commission Vacancy - it is being announced again in Mundelein news, since
Mike is stepping down as of April. Please talk with the Mayor if you are
interested in taking on this position since it is a mayoral appt.

2026 Budget Request

Budget - \$5000 from Village; we are talking with Ron about possible software (Past Perfect), digitizing equipment and access to larger than letter size, acid free printing

Historical Alliance / America 250 Oral History

Other

OLD BUSINESS

Digital Site Map

Digital Frame Display

Landscape Signage

Landscape Signage: Mike felt the sample sign was too wordy. Barb agreed and said that since not even the first stage of the Landscaping has been completed, it is premature to put out a sign.

Other

VILLAGE ADMINISTRATOR REPORT

In response to our request for additional space, Eric said that although there are currently some vacant spaces, the Village needs to look at the long-term goals which are currently being developed and does not want to allow us to move into these areas only to have to move us out.

ADJOURNMENT

Motion to Adjourn the Historical Commission Meeting. The meeting adjourned at 10:42 AM.

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,
Jeffry Hayes
NAYS: None
ABSTAIN: None

Mike Flynn, Chairman