

AGENDA

MUNDELEIN COMMUNITY DAYS COMMISSION MEETING

May 16, 2024 - 8:00 AM
Kracklauer Park
100 N. Seymour Avenue, Mundelein, IL 60060

- I. CALL TO ORDER
- II. ATTENDANCE
- III. MINUTES APPROVAL
 - A. Approval of the April 18, 2024 Minutes
- IV. PUBLIC COMMENTARY
- V. 2024 MUNDELEIN DAYS PLANNING
 - A. Layout
 - B. Budget
 - C. Sponsorship
 - D. Fireworks
 - E. Parade
 - F. Carnival

G. Pageant

H. Music

I. Munch/Food Vendors

J. Beer Booth

K. Special Events

L. Comments

VI. CONCERTS IN THE PARK

VII. MEMORIAL DAY PARADE

VIII. NEW BUSINESS

IX. NEXT MEETING - MAY 16, 2024

X. 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.

Mundelein Community Days Commission

April 18, 2024

- I. **Call to Order.** The Mundelein Community Days Commission meeting was held Thursday, March 21, 2024. The meeting was called to order by Chairperson Wally Frasier at 8:00 a.m.
- II. **Attendance.** Wally Frasier, Commission Chair; Ron Salski, Park District Representative; Shah Quaiyoom, Music Chair; Karrie Newby, Sponsorship Chair; Virginia Biegel, Pageant Chair
Commander Brian Kisselburg, Police Department; Kelsey Langelier, Business Services Manager
Absent: Patrick McGovern, Beverage Chair; Laura Ditanto, Parade Chair
- III. **Motion** to approve the Minutes from March 21, 2024 meeting. Motion made by Mr. Salski, seconded by Mr. Quaiyoom. Motion carried.
- IV. **Public Commentary.**
- V. **2024 Mundelein Days Planning**
 - A. **Layout.** The Commission discussed the layout and the positioning of the stage. Ms. Langelier will review the layout to see if turning the stage will impact the sound booth or sponsorship banners. Mr. Quaiyoom will reach out to the sound company about how to position banners on the stage. The Commission agreed to meet at Kracklauer Park for May's meeting to walk the site.
 - B. **Budget.** Ms. Langelier said utilizing the trailer stages will save approximately \$2,500.
 - C. **Sponsorship.** Ms. Newby said \$39,000 in sponsorship has been received with an additional \$1,500 in commitment. There are several long-time sponsors that have yet to donate. A fourth diamond level sponsor has joined – MacLean Fogg.
 - D. **Fireworks.** The Board approved the contract extension in March.
 - E. **Parade.** The Commission discussed the theme for the parade. Ms. Newby suggested reaching out to Planters about the Peanut Mobile. Ms. Biegel asked if the Lake County Queens car can be placed at the beginning of the parade. Mr. Quaiyoom said that could be accommodated.
 - F. **Carnival.** Mr. Salski pointed out that the meadow/grass could be impacted by the carnival, especially if the ground is wet. Public Works will assess the site after and repair any damage.
 - G. **Pageant.** Ms. Biegel said the Proclamations were re-worded. The initial application will be reviewed next year. However, the Queen contract will be sent to the Village for attorney review. The Committee is working out sponsorship from Ultimate Screen Printing for the Queen's t-shirts. Ms. Biegel said the pageant's auditors have been auditing the pageant for

35th years and requested a swag bag to offer the auditors during the pageant. Ms. Langelier will put one together. Mr. Salski will provide Ms. Biegel with photographer contacts. Ms. Biegel is still waiting for a response from MHS.

- H. **Music.** Mr. Quaiyoom said he is having trouble finding a DJ but will continue looking. Ms. Langelier will send out the Concert's sign-up sheet.
 - I. **Munch/Food Vendors.** Ms. Langelier said eight food vendors have signed up and some out-of-town businesses have applied but will not be accepted until after May 1. Currently, two vendors are requesting two booths. More are expected.
 - J. **Beer Booth.** The Commission discussed where to donate tip money.
 - K. **Special Events.** Ms. Langelier said she reached out to the EDC about hosting the server's race but is struggling to find a group willing to host. Ms. Langelier said finding characters for the meet and greet event has been difficult as well. The Commission discussed options for local mascots to attend. Commander Kisselburg will confirm a time for the K9 demo. Ms. Langelier said Terri Voss has announced her retirement from hosting the pet parade, but Debbie Shutter has agreed to take over. Ms. Langelier is waiting to hear back from Santa Maria about using their south property for the pet parade and has not heard back from the Boy Scout troop either.
 - L. **Comments.** None.
- VI. **New Business.** Chairperson Frasier said he has not heard back from the VFW about their Memorial Day ceremony. Mr. Salski said the Naval base reached out to the Park District about hosting a pickle ball tournament on Memorial Day.
 - VII. **Next Meeting.** May 18, 2024 at Kracklauer Park
 - VIII. **Adjournment.** The meeting adjourned at 8:41 a.m.