

AGENDA

HISTORICAL COMMISSION MEETING

June 5, 2024 - 9:00 AM
Village Hall - Board Room
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 May 1, 2024 Minutes
- VI. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
 - A. Radio Show
 - B. Historical "Pop-up" Museum
 - C. Caboose Project
 - D. Old #1 100th Anniversary

 - E. Village E-mail and Business Cards

 - F. Historical Commission Facebook Page

 - G. Other
- VII. MUSEUM OPERATIONS

A. Subcommittee Reports

1. Archiving - Wendy
2. Facility Maintenance
3. Collections: Accessioning / Deaccessioning - Ann

B. Volunteer Hours / Museum Attendance

C. Docent Schedule

D. Other

VIII. NEW BUSINESS

A. Mundelein Days Parade

B. Park District Pre-School Presentation

C. Other

IX. OLD BUSINESS

A. Cemetery Walk Update

B. Book Signing

C. Digital Site Map Project

D. Story Corps

E. Lure of the Local

F. Museum Landscape Plan

G. Other

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 Historical Commission Minutes

May 1, 2024

- I. **Call to Order.** The Mundelein Historical Commission meeting was held on Wednesday, May 1, 2024, at the Mundelein Village Hall. The meeting was called to order by Chairman Flynn at 9:02 a.m.
- II. **Attendance.** Mike Flynn, Tom Baur, Wendy Frasier, Shawn Killackey, Ann Walker, Barbara Zander and Lynne Monroe, Staff Liaison.

Also present. Jeanne Steffens.

- III. **Public Commentary.** Jeanne Steffens reported on an article on a radio program in the Daily Herald. She also suggested copies of the WGN series be available for the museum archives. Jeanne recommended a Sears Homes article on local homes and buildings (June 10, 2024 publishing).

Jeanne noted that the Lake Bluff Historical Association is holding an event about the Great Roundout Robbery.

- IV. **Park District Director's Report.** Ron Salski reported that the Park District is seeking RFP's for a masterplan architecture at Diamond Lake – a two-year process is beginning.

Director Salski will be in Springfield next week and will get a status update on the History Museum grants. Ron reported on roof repairs and gutter repairs needed: estimated at \$28,000 and \$7,000 respectively. Funds may or may not come from grants. Ron will package all repair costs including the floor for review.

Ron reported that the Park District is short staffed (one custodian), but the museum is still a source of pride and importance.

Chairman Flynn reported a visit to Warrenville to see a caboose and how it is constructed. In the process he saw photos and learned more about the history of the Mundelein caboose.

- V. **Approval of the April 3, 2024 Minutes.** Commissioner Zander has corrections as follows: Under Old Business/Cemetery Walk change NONE to 'Notes will be' and correct book signing date to June 15. Commissioner Killackey moved to approve the minutes with corrections, seconded by Commissioner Frasier. Upon voting, the **motion** was carried unanimously.

- VI. **Chairman's Report and Communications.**

- A. April Radio Show. Chairman Flynn reported that the April Radio Show had an attendance of four people.
- B. Historical Alliance Meeting. Chairman Flynn reported the Historical Alliance meeting held on April 17 was well attended.
- C. Pop-Up Museum. May 7 is the Pop-Up Museum Day at Tighthead Brewery. Chairman Flynn explained the plans for the event including prizes and games. The group discussed who will be volunteering for the event. Gary, Ann, and Jeanne are scheduled.
- D. Caboose Project. Previously discussed under Park District Director's Report.
- E. Other. Chairman Flynn asked about interest in participating in the Mundelein Community Days Parade. MAC is coordinating all Commissions to have a float. Shawn volunteered to be the contact for MAC, however the group was not committed to this participation and wants to get more details.

Chairman Flynn led discussion regarding the Central Hotel Sign. The sign is in poor condition. The group discussed ownership of the building and who to contact for repairs. Chairman Flynn suggested a letter to urge replacement and express an interest in preserving. Tom suggested a brass plaque in the sidewalk to mark the location.

Chairman Flynn mentioned that Historical Commission e-mails have not been working and a brief discussion took place on how e-mails are accessed and who has had recent trouble. Lynne will continue to work with IT to determine the issues.

VII. **Historical Commission Operations**

- A. Subcommittee Reports
 - 1. Archiving – Wendy working on Centennial archiving and Barb working on family trees including the Ray Family.
 - 2. Facility Maintenance – Ron Salski provided an update under his report.
 - 3. Collections – Ann noted the following:
 - Ornament and a tile donated; will bring to a future meeting.
 - Waiting on Deed of Gift for the rodeo poster from Vern Lappe.
 - Corrected the database file that had some errors.
 - Currently auditioning for Radio Shows.
- B. Volunteer Hours/Museum Attendance. Shawn reported 219 volunteer hours in April. Thirty-seven people attended the museum in March and 55 in April (35 of the April attendees were for the Lake County Alliance meeting), leaving 20 regular guests, including those who attended the Radio Show.
- C. Docent Schedule. Shawn reported that all shifts are covered except a closer and opener needed May 18, 2024.
- D. Roadway Clean-Up. Shawn reported that clean-up went well with seven volunteers and five bags of trash collected.

VIII. **New Business**

- A. Cemetery Walk. Chairman Flynn asked the group to finalize the program, and consider the following:
- Will event be one or two dates; is a rain date needed.
 - Will large groups walk together, or small groups with a 'shotgun' start.
 - An opening for all attendees should be considered providing background details and information about the cemetery.
 - Guides can take smaller groups to plots after an opening.

Chairman Flynn suggested the group walk the cemetery together.

Wendy noted one day with two showing would be less of an imposition on the actors, rather than two days.

August 24 was decided as the best date.

Kristan Funeral Home will be asked to donate tents, chairs, and flowers for the event.

IX. **Old Business**

- A. Book Signing. Scheduled for June 1 at 1:00 PM. Shawn will place copies around town and has asked Village to print for him. Shawn will also need tents and can borrow them from the Beautification Committee.
- B. Spring into Summer. Requires nothing from Historical Commission, but Chairman Flynn noted that the plant exchange is now cancelled.
- C. Web Site Map Project. Chairman Flynn reported that Gary Shellenberger will start write-ups. Barb asked which properties would be used. Chairman Flynn will send.
- D. Story Corps. No update.
- E. Lure of the Local. No update.
- F. Museum Landscape Plan. Barb asked for volunteers to get rid of the buckthorn around the museum. Shawn will e-mail everyone to set up a date for doing that.

- X. Adjournment. **Motion** by Commissioner Walker, seconded by Commissioner Bauer to adjourn the meeting at 10:34 AM. Upon voting, the motion was carried unanimously.

Minutes taken by: Lynne Monroe