

AGENDA
HISTORICAL COMMISSION MEETING

May 6, 2026 - 9:00 AM
Village Hall - Room 101
300 Plaza Circle, Mundelein, IL 60060

- I. CALL TO ORDER
- II. ATTENDANCE
- III. PUBLIC COMMENTARY
- IV. MINUTES APPROVAL
 - A. Review and Approval of the April 2026 Minutes
- V. PARK DISTRICT REPORT
- VI. VILLAGE ADMINISTRATOR REPORT
- VII. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
 - A. Docent Handbook
 - B. Name Tags / Business Cards
 - C. Three-Sisters Garden Preparation
 - D. Meeting with MGN Lock
 - E. Quarterly Newsletter
 - F. Other

VIII. MUSEUM OPERATIONS

A. Archiving

B. Facility Maintenance

C. Collections: Accessioning / De-Accessioning

Motion to accept recommendations for accessioning and de-accessioning as outlined. **(ONE MOTION FOR ALL ITEMS)**

D. Donations

Motion to accept the donated Vietnam Era Rifle.

E. Volunteer Hours - March

F. Museum Attendance

G. Other

IX. NEW BUSINESS

A. Board Vacancy

B. June Fremont Library Display

C. Radio Players Event

D. Museum of the American Sailor Presentation

E. Other

X. OLD BUSINESS

A. America 250 Celebration / Mundelein History Day

1. Flower Planter Display
2. Document Display
3. "3-Sisters" Garden
4. Mundelein History Day

Story Corps

Pop-up Museum

Actors

Safe Cracking

Music

Refreshments

B. Landscape

C. Farmers Market Pop-up Museum Other

XI. ADJOURNMENT

A. Adjourn Mundelein Historical Commission Meeting

Motion to adjourn the Mundelein 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, April 1, 2026. Chairman Flynn called the meeting to order at 9:04 am.

ATTENDANCE

Chairman Flynn took the roll call. It indicated as follows:

Commission Attendance

PRESENT: Chairman Flynn, Commissioner Baur, Commissioner Walker, Commissioner Zander, Commissioner Hayes

ABSENT: Commissioner Skinner

Other Attendance

PRESENT: Ron Salski - MPRD Director, Rob Foster - MPRD, Nate Neuwirth - MRPD, Jeanne Steffens, Peg Tierney

PUBLIC COMMENTARY

Jeanne Steffens reported on the 50th anniversary of the Grayslake Historical museum and the America 250 preparations.

MINUTES APPROVAL

Approval of the Historical Commission Minutes

Motion to approve the Historical Commission meeting minutes from March 4, 2026.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Tom Baur
SECONDER:	Commissioner Anne Walker
AYES:	Michael Flynn, Tom Baur, Anne Walker, Barb Zander, Jeffry Hayes
NAYS:	None
ABSTAIN:	None

PARK DISTRICT REPORT

Director Salski introduced Rob Foster, Director of Park and Facility Maintenance and Nate Neuwirth, Superintendent of Parks Maintenance and reported that the Park District will be moving ahead with completion of the Landscape Plan for the museum site.

Discussion: Commissioner Zander expressed concerns about the proposed plants species. Mr. Neuwirth reported that the plant order has been placed. It was agreed that the MPRD would cancel the order and defer planting until a later date.

Further discussion focused included: 1) Installation of the proposed 3-sisters garden. Neuwirth reported that the garden location needs to be adjusted to avoid conflict with the gas utility line. MPRD will proceed with removing the sod. The Commission, with help

from local master gardeners, will plant the garden with corn, squash, beans and tobacco.
2) Planters for the America 250 celebration. MPRD agreed to install 2 barrel planters with garden soil in front of the museum. The Historical Commission, with assistance from Master Gardners will plant red, white and blue flowers.

CHAIRMAN'S REPORT AND OTHER COMMUNICATION

Docent Training 2026

14 docents attended the training on held prior on March 21st. We are in good standing for the upcoming museum season. It was suggested that the docent handbook be scanned and emailed to all the docents. Chairman Flynn will work with the Village staff and report back. Flynn will email the roster of docents to the Commission members.

Mundelein Historical Commission Annual Report

Chairman Flynn reported that made the MHC annual report to the Village Board on March 9, 2026.

Three-Sisters Garden Preparation

Previously reported in the Park District report. Barb Zander will lead this project for the Commission.

Meeting with MGN Lock

Chairman Flynn reported on a meeting he had with a representative of MGN Lock to discuss the possibility of opening the safe in the museum as a Mundelein History Day event. After discussion, the Commission approved the concept and agreed to continue discussions with MGN to work out details, cost, etc. Mr. Flynn will follow-up and report back.

Other

MUSEUM OPERATIONS

Archiving

Commissioner Zander reported that the in preparing the museum displays for the new season the archive files were stressed and require a of work to re-order, which she is working on. A replacement for Commissioner Frasier is needed.

Facility Maintenance

The wall outlet on the south wall is not functioning. The MPRD has been notified. They have completed a “work-around” and will make repairs as time permits.

Collections: Accessioning / De-accessioning

Motion to accept recommendations for accessioning and de-accessioning.

Commissioner Hayes reported that he will loan a 1922 Legal Manual printed by the Callaghan Publishing for display at the museum. He will prepare the Display Information and work with Commissioner Zander to set up the exhibit.

Donations

Sheldon School Materials

Sheldon School Materials: 2 boxes of Sheldon School textbooks published in the 1920’s donated by Michigan State University to the Libertyville Historical Society and subsequently offered to the Mundelein Historical Commission were presented for consideration. The Acquisition Committee recommended acceptance.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Barb Zander
SECONDER:	Commissioner Jeffry Hayes
AYES:	Michael Flynn, Tom Baur, Anne Walker, Barb Zander, Jeffry Hayes
NAYS:	None
ABSTAIN:	None

Allanson Farm Axe Head

Allanson Farm Axe Head: An Axe Head found in 1989 on the vacant Allanson Farm property by a Mundelein resident was presented for consideration. The Acquisition Committee recommended acceptance.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Barb Zander
SECONDER:	Commissioner Tom Baur
AYES:	Michael Flynn, Tom Baur, Anne Walker, Barb Zander, Jeffry Hayes
NAYS:	None
ABSTAIN:	None

Village Pizza Phone Sign

Old Soap Dish and a *Phone sign from Village Pizza* formerly at 410 E. Hawley St. was presented for consideration. Both items were dropped off anonymously at the museum. The Acquisition Committee was split on recommending acquisition for both items.

Motion by Hayes, Second by Zander to accept the soap dish. Motion passed 3 to 2.
Ayes: Hayes, Zander, Bauer; Nays: Walker and Flynn.

Motion by Zander, Second by Hayes to accept the Phone Sign. Motion passed 4 to 1.
Ayes: Zander, Hayes, Baur, Walker; Nays: Flynn.

Volunteer Hours - March

Chairman Flynn reported that the total volunteer hours for March totaled 242.5 volunteer hours.

Museum Attendance

Attendance for March was 13. Only 2 people attended the March Radio Show. Commissioner Walker reported that she will no longer select a comedy show. They are not popular. She will focus on suspense and mystery programs.

Other

NEW BUSINESS

Board Vacancies

The open position on the commission was discussed. Jeanne Steffens has applied. The consensus of the Commission was to recommend Jeannes appointment by the Mayor. Jeff Hayes volunteered to fill the position of Chairman upon the end of Flynn's term. The consensus of the Commission was to recommend that the Mayor appoint Hayes as Chairman.

Fremont Library Display Removal

Shawn Killackey has removed the display from the Fremont Library. He will be dropping off the materials at the museum soon.

Docent Handbook

As previously discussed, Flynn will work with the Village to scan and email the handbook to all docents.

Spring into Summer Application

Flynn reported that the Beautification Commission has invited the Historic Commission to participate in "Spring Into Summer" on May 30th. The consensus of the Commission was not to participate in this event. Flynn will advise the Beautification Committee.

Other

OLD BUSINESS

America 250 Celebration

Commissioner Zander reported that she is in communication with the county America 250 planning committee but no training has yet been scheduled. Story Corps information will be presented at Mundelein History Day on July 4th. She will meet with the Fremont Library to coordinate with their celebration plans.

Other *America 250* activities at the museum include: Red/White and Blue Flowers in Planters; Historic Document Display in the museum; and 3-Sisters Garden installation.

Flower Planter Display

Document Display

"3-Sisters" Garden

Mundelein History Day

Story Corps

Pop-up Museum

Actors

Landscape Phase II

Mundelein History Day - July 4th

The consensus was to request that the MPRD decorate the museum with bunting and erect the tent at the south end of the museum. Activities will include:

- Folk music presentation by local musician Roger Hammer.
- Patriotic birthday cake; popcorn and beverages.
- Opening Flag ceremony.
- Pop-up museum
- Kirk Players: Pioneer Living History centered on 3-sisters garden
- Safe-cracking
- Museum Tours

Farmers Market Pop-up Museum

Other

Downtown History Walk: (Jennifer note that the agenda listed Mundelein History Day, but it was supposed to be Downtown History Walk). The consensus was that due to a busy schedule and change of commissioners this event should be moved to 2027.

Digitizing Project: The next step in the digitizing project initiated by the MPRD was raised. It was decided that the digitized file should be requested on a thumb drive from the MPRD.

Chairman Transition: Chairman Flynn will prepare the June Newsletter and will compose a list of duties and contacts for the new Chairman. He will also arrange for the transfer of keys and card access to off-site storage.

VILLAGE ADMINISTRATOR REPORT

Village Administrator Guenther reported that he and the MPRD Director are discussing ways the Village and Park District work effectively and efficiently to fulfill their goals for the museum and the Historical Commission. He will report back to the Commission as

needed.

ADJOURNMENT

Tom Baur left the meeting at 11:00 AM.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Barb Zander
SECONDER:	Commissioner Anne Walker
AYES:	Michael Flynn, Tom Baur, Anne Walker, Barb Zander, Jeffry Hayes
NAYS:	None
ABSTAIN:	None