

**AGENDA**  
**HISTORICAL COMMISSION MEETING**

July 1, 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. VILLAGE ADMINISTRATOR REPORT

VI. MINUTES APPROVAL

A. Review and Approve Meeting Minutes

**Motion** to approve the June 3, 2026, Historical Commission Meeting minutes.

VII. CHAIRMAN'S REPORT AND OTHER COMMUNICATION

A. Three Sister's Garden

B. Farmer's Market Pop-Up Museum update

C. 4th of July Parade update

D. Other

VIII. MUSEUM OPERATIONS

A. Archiving

- B. Facility Maintenance
  
- C. Collections: Accessioning / Deaccessioning  
**Motion** to accept the accessioning / de-accessioning as discussed.
  
- D. Donations  
**Motions** to accept the donations as discussed.
  
- E. Volunteer Houts - June
  
  
- F. Museum Attendance - June
  
  
- G. Other

IX. NEW BUSINESS

- A. Commission Vacancy
  
- B. June Fremont Library Display
  
- C. Radio Players Event
  
- D. Other

X. OLD BUSINESS

- A. America 250 Celebration / Mundelein History Day
  - 1. Flower Planter Display
  
  - 2. Document Display

3. Story Corps
4. Pop-up Museum
5. Historical Presentation - Actors and Script
6. Music
7. Refreshments
8. Rental Equipment

B. Landscape

C. Other

## XI. ADJOURNMENT

A. Adjourn 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, June 3, 2026. Chairperson Hayes called the meeting to order at 9:02 AM.

**ATTENDANCE**

Chairman Hayes took the roll call.

Commission Attendance

**PRESENT:** Chairman Hayes, Commissioner Baur, Commissioner Skinner, Commissioner Steffens, Commissioner Walker, Commissioner Zander

**ABSENT:**

Other Attendance

**PRESENT:** Ron Salski, Mundelein Park and Recreation District

**PUBLIC COMMENTARY**

No public commentary.

**PARK DISTRICT REPORT**

Ron inquired about what we needed from the Mundelein Park and Recreation District for the July 4th History Days. These are the items that we would like help with:

- Bunting hung up week before event
- Check for electricity access (and cords for music and popcorn machine)
- If anyone available for a Flag Ceremony
- Hose for watering newly planted items
- Help with a flyer to advertise event
- Help with ordering more pencils with the museum’s name

**VILLAGE ADMINISTRATOR REPORT**

No report.

**MINUTES APPROVAL**

**Review and Approval of the Historical Commission Meeting Minutes**

**Motion** to approve the Historical Commission Meeting minutes from May 6, 2026.

The May minutes were amended as discussed during the meeting.

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

<b>AYES:</b>	Jeffry Hayes, Tom Baur, Tracy Skinner, Jeanne Steffens, Anne Walker, Barb Zander
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

## **CHAIRMAN'S REPORT AND OTHER COMMUNICATION**

### **Three Sisters Garden**

Corn has been planted; signage (temporary and then official) coming. Beans, squash, and tobacco will also be planted later on; these will all represent the women working together on the crops

### **Meeting with MGN Locksmith**

Jeff shared that this is still an ongoing process.

### **Rental Equipment for History Day**

Tent, table, chairs, popcorn machine, popcorn serving baggies will be delivered on the morning of July 4th.

### **Farmer's Market Pop-up Museum**

On July 25th and Jeff will request a larger/longer table.

### **Park District Summer Session pop-up museum**

We will work on a more age appropriate presentation for a later time.

### **Other**

July 5th Parade - Jeff and Jeanne are in contact to secure 2 or 3 cars; Jeff has already submitted paperwork to participate in the parade.

## **MUSEUM OPERATIONS**

### **Archiving**

None recently because the focus has been on the Fremont Library June Display case preparation.

### **Facility Maintenance**

(1) Jeff was told about a possible gap in one of the doors and (2) Barb & Jeanne mentioned that the Caboose signage is getting hard to read/see.

**Collection: Accessioning / De-Accessioning**

**Motion** to accept the Accessioning / De-Accessioning as discussed.

None

**Donations**

**Motion** to accept the donations as discussed.

No report.

**Volunteer Hours - March**

May = 92

**Museum Attendance**

May = 28

**Other**

**NEW BUSINESS**

**Board Vacancy**

Anne will post something on FB; Jeff mentioned this should probably be moved to Old Business.

**June Fremont Library Display**

Barb, Jeanne and Tracy did work on this and the display was put up on Wednesday, June 3rd in the afternoon.

**Radio Players Event**

Jeff is the point person on this; no new info yet.

**Museum of the American Sailor Presentation**

Jeff is the point person on this; no new info yet.

**Other**

No report.

**OLD BUSINESS**

## **America 250 Celebration / Mundelein History Day**

- Visitors welcome from 1:00 - 4:00 PM
- Docents working between 12:00 - 5:00 PM (Shawn K will send an email about this)
- Hopefully a copy of the female publisher's name can replace the one document that is posted now (as the publisher, she requested to be able to sign the final document; however, her signature is not always included in printed documents)
- Story Corps introduction and sign-ups
- Pop-up Museum — Tom will bring a few items to put out (with some brief info) to get us started
- Once the flyer is created, Anne will post it on FB and Mundelein Moms
- Tracy and Loren Skinner will portray Paulina & Solomon Norton at 2:00 PM & 3:00 PM
- Park District will put up red/white/blue bunting the week before
- Music provided from 1:00 - 2:00 PM from guitarist Roger Hammer
- Refreshments will be Costco cakes, popcorn, lemonade and bottled water

### **Flower Planter Display**

### **Document Display**

### **Three Sisters Garden**

### **Mundelein History Day**

### **Story Corps**

### **Pop-up Museum**

### **Actors & Script**

**Safe Cracking**

**Music**

**Refreshments**

**Landscape**

No report.

**Farmers Market Pop-up Museum**

No report.

**ADJOURNMENT**

**Adjourn the Historical Commission Meeting**

**Motion** to adjourn the Historical Commission Meeting.

**Motion** to Adjourn the Historical Commission Meeting. The meeting adjourned at 10:25 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>	Jeffry Hayes, Tom Baur, Tracy Skinner, Jeanne Steffens, Anne Walker, Barb Zander
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

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Jeffry Hayes, Chairman