

AGENDA
HISTORICAL COMMISSION MEETING

September 2, 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 minutes

Motion to approve the Historical Commission Minutes from August 5, 2026.

VII. CHAIRMAN'S REPORT AND OTHER COMMUNICATION

A. Lure of the Local

B. Commission Opening

C. 2027 Museum Exhibits

D. September 12, 2026 Roadway Clean-up

E. Other

VIII. MUSEUM OPERATIONS

A. Archiving

B. Collections - Accessioning / Deaccessioning

Motion to accept the accessioning / de-accessioning as directed.

C. Volunteer Hours - August 2026

D. Attendance - August 2026

E. Other

IX. NEW BUSINESS

A. Other

X. OLD BUSINESS

A. 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, August 5, 2026. Chairperson Hayes called the meeting to order at 9:00 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: Eric Guenther, Village Administrator

PUBLIC COMMENTARY

No public commentary.

PARK DISTRICT REPORT

No report.

VILLAGE ADMINISTRATOR REPORT

Barb asked what the process is for having larger-sized items photocopied on acid-free paper for archiving. (Answer: Talk to Jennifer at Village)

MINUTES APPROVAL

Review and approval of Minutes

Motion to approve the Historical Commission Meeting Minutes from July 1, 2026.

RESULT: Passed [Yes 6, No 0, Abstained 0]

MOVER: Commissioner Barb Zander

SECONDER: Commissioner Jeanne Steffens

AYES: Jeffry Hayes, Tom Baur, Tracy Skinner, Jeanne Steffens, Anne Walker, Barb Zander

NAYS: None

ABSTAIN: None

CHAIRMAN'S REPORT AND OTHER COMMUNICATION

2026 History Day

What went well

- 37 visitors (considering the weather)
- Docent help
- Definite interest in Tom Baur's License Plate items - maybe next year's display??
- Boy Scouts Flag Raising

What could be better

- Story Corps sign-ups and information
- Publicity with correct times
- Weather
- Need documentation/photos of what was done for archiving

Farmer's Market Pop-up Museum

What went well

- Some exposure/visitors
- Facebook page advertising

What could be better

- Location of booth
- Photos/documentation of items for files/archives
- Mystery vs. Guess for a Prize item

July 4th Parade

What went well

- Weather

- 2 magnets for two cars

What could be better

- Packard overheated with stop and go traffic, especially due to Cub Scout vehicle/kids directly in front of us
- At least 2 more (if not 4) magnets for both sides of cars

Other

- Lure of the Local - Jeff will contact MAC regarding our possible participation.
- Roadway Cleanup - Saturday, September 12, 2026
- Iowa 80 Trucking Museum - Storyboards were hugely valuable to share the stories behind the various commercial trucks - a reminder of what we do at our museum is important/valuable.
- Nebraska Fire Fighters Museum - Timeline on wall from beginning to current was something that we might want to do at some point.

MUSEUM OPERATIONS

Archiving

Archiving: Nothing new specifically because Barb, Jeanne, and Tracy worked on (1) re-filing items that have piled up over the past several months, (2) returning items to off-site storage from History Day and Farmer's Market Pop-up, (3) cleaning up/out the on-site storage room

Facility Maintenance

- From Jeff - still waiting to hear about gap in upper right corner of main door
- From Barb - (1) a colored file folder has been placed in the front of each file drawer. This is a "holder" for when you remove a file/folder to look at. (2) There is a clipboard with StoryCorps sign-up paper in the top file drawer in the station master's filing cabinet. Please encourage any museum visitors to sign-up

Collections: Accessioning/Deaccessioning

Motion to accept the accessioning / de-accessioning as discussed.

None.

Donations

Motion to accept the donations as discussed.

None.

Volunteer Hours - July

211.5 Hours

Attendance - July

71 Visitors (37 on July 4, 2026)

Other

Barb and Jeanne shared some info about the recent History Alliance meeting.

A few highlights were:

- New exhibit on Ray Bradbury
- New History Educator hired
- January 2027 History Symposium theme - we will research IF we have applicable items/topic to present

NEW BUSINESS

Commission Vacancy

We have three applications. Due to time, we are to read them before the next meeting and we will discuss then.

Radio Players Event

Jeff said not happening.

Museum Security

There have been at least two times that commissioners have found lights on, alarm off and/or unsure if the door was left unlocked. Jeff will check with Ron about possible video footage. Specifics should be documented from now on so it is on record.

Other

None.

OLD BUSINESS

Landscape

Bunnies are still up to no good, even chewing through plastic fencing. Barb is going to try some metal fencing

June / July 2026 Fremond Library Display

Display is down and no more dates are scheduled for this year. Goal is to sign-up for March 2027 to announce Museum (season) Opening.

Other

None.

ADJOURNMENT

Adjourn Historical Commission Meeting

Motion to adjourn the Historical Commission Meeting.

Motion to Adjourn the Historical Commission Meeting. The meeting adjourned at 10:47 AM.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Tom Baur
SECONDER:	Commissioner Anne Walker
AYES:	Jeffry Hayes, Tom Baur, Tracy Skinner, Jeanne Steffens, Anne Walker, Barb Zander
NAYS:	None
ABSTAIN:	None

Jeffry Hayes, Chairman