

AGENDA

HISTORICAL COMMISSION MEETING

July 3, 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 June 5, 2024 Historical Commission Meeting Minutes
- VI. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
 - A. June Radio Show - June 29, 2024
 - B. Book Signing - June 15, 2024
 - C. Amann Family Donation
 - D. Mundelein Days Parade - July 7, 2024
 - E. Cemetery Walk - August 24, 2024
 - F. Other

VII. MUSEUM OPERATIONS

A. Subcommittee Reports

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

Motion to accept artifacts for accessioning as listed.

Motion to dispose of artifacts approved for deaccessioning by the Mundelein Park and Recreation District Board as listed.

4. Volunteer Hours / Museum Attendance - Shawn
5. Docent Schedule - Shawn
6. Other

VIII. OLD BUSINESS

- A. Park District pre-school presentation - July 10, 2024 at 10:00 AM
- B. Old # 1 - 100th Anniversary
- C. Village email and business cards
- D. Historical Commission Facebook Page

E. Digital Site Map Project

F. Story Corps

G. Lure of the Local

H. Museum Landscape Plan

I. Other

IX. NEW BUSINESS

A. Museum Merchandise Sales and Cash Donations report.

B. 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.

CALL TO ORDER

The Mundelein Historical Commission meeting was held on Wednesday, June 5, 2024, at the Mundelein Village Hall. The meeting was called to order by Chairman Flynn at 9:00 a.m.

ATTENDANCE

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

Commission Attendance

PRESENT: Chairman Flynn, Commissioner Baur, Commissioner Frasier, Commissioner Walker, Commissioner Killackey, Commissioner Zander and Lynne Monroe, Staff Liaison

ABSENT: None

Other Attendance

PRESENT: Jeanne Steffens and Eric Guenther, Village Administrator

PUBLIC COMMENTARY

Jeanne Steffens reported that the video picture frames should be periodically turned off for best functionality. Jeanne inquired about the Pop-Up event at Tighthead. Chairman Flynn gave a report of the winners and a synopsis of the successful event. Chairman Flynn suggested Tonality as a future location for another pop-up with different artifacts. Barb Zander recommended events like this get recorded in a file at the museum.

Jeanne suggested a cart at the library with Museum items, but Barb commented that space is difficult. Chairman Flynn said they would take it under advisement. Jeanne further commented that Grayslake does not deaccession anything. Jeanne also reported that a gutter at the museum appeared to be clogged. Chairman Flynn will pass on to Rob with the Park District.

PARK DISTRICT REPORT

No report – Director Salski was not present.

MINUTES APPROVAL

Approval of the May 1, 2024 Minutes

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Shawn Killackey
SECONDER:	Commissioner Barb Zander

AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

CHAIRMAN'S REPORT AND OTHER COMMUNICATION

Radio Show

Chairman Flynn reported on the June Radio show and noted they had an attendance of 11 people. Barb recommended keeping a file in the archives of commentary from radio shows.

Historical "Pop-up" Museum

Reported in Public Commentary.

Caboose Project

Chairman Flynn reported on the caboose project, indicating most was covered in an e-mail he sent. Clean-up is needed on the caboose to determine what may be salvageable. Tom Bauer mentioned that raccoon habitats could cause the air to be dangerous. A brief discussion took place about rebuilding and rehab; Mr. Guenther commented that perhaps funding sources may be available in the future. Wendy Frasier commented that the museum itself is in need of repairs and should be considered when funding becomes available.

Mr. Guenther explained that he will be the new liaison for the Historical Commission going forward, replacing Lynne Monroe who has multiple other commitments.

Old #1 100th Anniversary

Chairman Flynn mentioned next year will be the 100-year anniversary of Old Number One. The Old Number One commission will handle that but Chairman Flynn wants the group to be thinking about how to participate in the recognition next summer. Tom suggested a special license plate program in honor of the 100-year anniversary. Wendy asked for more details to bring to the next committee meeting for Old Number One.

Village E-mail and Business Cards

Chairman Flynn inquired about Village e-mails for commissioners as they have not been working properly. Lynne is working with staff to develop a plan for e-mails going forward. Due to cyber security and multi-factor authentication requirements as well as licensing, actual Village e-mails are not feasible. It is likely g-mails will be set-up for commissioner use. These e-mails then should be used for all commission

correspondence, allowing it to stay separate from personal and also accessible easily for a FOIA request. Lynne should have more updates next week.

Historical Commission Facebook Page

Chairman Flynn questioned the Historical Commission Facebook page and how to access it. Lynne confirmed it was set-up by Jonathan Kellogg who is no longer with the Village, but he would have used a commissioner e-mail, not his. No one is sure how to access this Facebook account.

Other

Chairman Flynn also mentioned he is considering a Docent close-up for future Historical Newsletters.

MUSEUM OPERATIONS

Subcommittee Reports

Archiving - Wendy

Wendy had no report; Chairman Flynn commented that the train books in the museum are on loan. The group agreed it is not necessary to own them, but taking a photo of the Mundelein caboose within the book is a good idea.

Facility Maintenance

No report.

Collections: Accessioning / Deaccessioning - Ann

Ann presented several items for review. The group discussed bottles and the majority agreed to keep all but the broken one. The group discussed the accessioning and deaccessioning process. Lynne asked that motions be added to the agenda in the future as this is a recurring motion. The current agenda software works better if motions are on the agenda, and this also follows the same process as regular Village Board meetings. (Note – motions can be made if not on the agenda, but recurring and known items for discussion should be reflected on agendas going forward for public meeting notice).

Agreed motions will be permanently added for future accessioning/deaccessioning; all

items can be within the applicable motions. An official motion for the objects discussed today will be made at the next meeting.

The group also discussed accessioning a MacArthur jacket that was gifted to the museum and will be addressed next month.

Volunteer Hours / Museum Attendance

Shawn reported that there were 139 volunteer hours in May and forty-eight people attended the museum.

Docent Schedule

Shawn reported they are still in need of one docent and need to consider additional key holder access which is managed through the Park District.

Other

No report.

NEW BUSINESS

Mundelein Days Parade

Shawn is working to secure a vintage car for parade participation.

Park District Pre-School Presentation

Wendy spoke to Debbie at Diamond Lake Pre-school, and they are interested in a presentation this summer. Wendy provided dates in July for the presentation. Wendy will offer them the 12th and the 19th. Wendy suggested only a few items are necessary to bring for the 3-year-olds and three commissioners should participate.

Other

Barb suggested a WW II exhibit or collaboration with the library. Using the frames with scanned photos was suggested, since there is little room for a full display. Chairman Flynn recommended choosing the photos and having them scanned. Tom offered members to see some of his collected memorabilia after the meeting.

OLD BUSINESS

Cemetery Walk Update

Chairman Flynn said the next phase is underway and actors are auditioning June 17.

Book Signing

Shawn is advertising and ready for the event. Each author has a tent, but is hoping for nice weather

Digital Site Map Project

Chairman Flynn inquired if everyone saw the start of the digital map sent by Lynne.

Everyone loved the direction. Currently, two homes are showcased, and more will be added. Lynne suggested possibly ten, but could be released with any number and more can always be added. Barb inquired about getting permission to have the home on the page. Chairman Flynn said it wasn't necessary but a nice gesture and has already spoken to the Saam residence. Lynne recommended you get permission if you have a tour with many people loitering in front of the house.

Story Corps

No report.

Lure of the Local

Lynne reported the location change likely to the Archer Business Center. The date will be forthcoming from the Mundelein Arts Commission. Chairman Flynn said the Historical Commission should consider what to donate or showcase from the museum that is artsy.

Museum Landscape Plan

Barb reported that buckthorn had been removed. No other updates.

Other

Barb asked if the Historical Commission could get office space at the Archer Business Center. Administrator Guenther said future use is up in the air and office space is not an option right now. Mr. Guenther asked the group to think about the museum and if maintaining the current location is a high priority.

ADJOURNMENT

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Shawn Killackey
SECONDER:	Commissioner Anne Walker
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey,

	Barb Zander
NAYS:	None
ABSTAIN:	None