

AGENDA

HISTORICAL COMMISSION MEETING

August 7, 2024 - 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. MINUTES APPROVAL
 - A. Approval of the July 3, 2024 Minutes
 - B. Approval of the July 24, 2024 Special Cemetery Walk Minutes
- VI. CHAIRMAN'S REPORT AND OTHER COMMUNICATION
 - A. June Radio Show Report
 - B. Lure of the Local
 - C. Mundelein Days Parade
 - D. Park District Pre-School Presentation
 - E. Home Movie of Depot Move

F. Illinois Historical Society Award Application

G. Other

VII. MUSEUM OPERATIONS

A. Subcommittee Reports

1. Archiving - Wendy

2. Facility Maintenance

3. Collections: Accessioning/De-accessioning-Ann

4. **Motion** to accept recommendations of the Acquisition Committee

B. Volunteer Hours/Museum Attendance-Shawn

C. Docent Schedule-Shawn

D. Roadway Clean-Up-Shawn

VIII. OLD BUSINESS

A. Old #1 Anniversary

B. Digital Site Map Project

C. Story Corps

D. Caboose Project

E. Museum Landscape Plan

F. Village E-mail and Business Cards

IX. NEW BUSINESS

A. Cemetery Walk-August 24, 2024

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

Chairman Flynn called the meeting to order at 9:00 AM.

ATTENDANCE

Chairman Flynn took the roll call as indicated below:

Commission Attendance

PRESENT: Chairman Flynn, Commissioner Baur, Commissioner Frasier, Commissioner Walker, Commissioner Killackey, Commissioner Zander

ABSENT:

Other Attendance

PRESENT: Village Liaison Eric Guenther

PUBLIC COMMENTARY

The Commission received an email from Jeanne Steffens as shown below.

Jeff Hayes was also in attendance.

Jeanne Steffens <jeanne.steffens@gmail.com>

7/1/2024 10:48 AM

July 3 public commentary

To MICHAEL FLYNN <mflynn5183@comcast.net>

Mike. I am still interested in being a leading docent for the cemetery walk. Unfortunately, I am unable to make the July 3 Commission meeting. I wanted to comment that John Hynds presence at the Book signing was a success. He spent 2 hours with Mr. Hoselton (who was the inspiration for him starting his metal detecting on Diamond Lake). John mentioned that he goes to the lake every day from 9 to 11 and Mr. Hoselton was interested in meeting up with him again. I also gave his granddaughter (Susie, who is one of my former Cadette Girl Scouts) the StoryCorp sheet so that we can encourage her grandfather to tell his stories of Diamond Lake.

I also wanted to mention that I went to a program given by the Grayslake Historical Society to the people at the Grayslake Senior Center. They showed about 13 artifacts (owned by Charlotte Renehan) and asked if they could identify their usage. They were mostly kitchen gadgets and one Brownie box camera. I have the list and a few pictures. They asked if there were any thoughts on how this program was presented and I told them about how we ran the POP UP museum at Tighthead with a guess at the artifact sheet and prizes. Maybe they will take this as a suggestion for next time.

Jeanne

PARK DISTRICT REPORT

No Report.

MINUTES APPROVAL

Approval of the June 5, 2024 Historical Commission Meeting Minutes

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Tom Baur
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

June Radio Show - June 29, 2024

There were four people in attendance of the June Radio show. Gary and Rita were there.

Book Signing - June 15, 2024

The book signing event went well. There were seven (7) authors there from 1:00–4:00 PM. They were all happy with the event. Cathy Johnson donated an MHS alumni book.

Amann Family Donation

The Amann family made a \$400 donation to the Mundelein Park & Recreation District for the Museum.

Mundelein Days Parade - July 7, 2024

The commission does not have a vehicle for the parade yet. Mike and Shawn will attend and will walk. Mike will see if he can find a convertible. Jeff Hayes will bring his car.

Cemetery Walk - August 24, 2024

The Commission is still trying to find actors to fill spots. The commission will have one more meeting regarding this event, to be scheduled. The event will be held at Ivanhoe Cemetery.

Other

No other items were discussed.

MUSEUM OPERATIONS

Subcommittee Reports

Archiving - Wendy & Barb

Facility Maintenance

AI issues have been passed on to MPRD, they have been responsive.

Collections: Accessioning / Deaccessioning - Ann

Motion to accept artifacts for accessioning as listed.

The commission approved the following artifacts for accessioning:

1. 1933 Yale Lock, Mundelien Centennial Tile
2. Christmas ornament
3. 3 glass bottles
4. Ceramic tile

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Wendy Frasier
SECONDER:	Commissioner Barb Zander
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

Motion to accept artifacts for accessioning as listed.

The commission approved the following artifacts for accessioning:

1. Honor Guard jacket for MacArthur.

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

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

Motion to accept artifacts for accessioning as listed.

The commission approved the following artifacts for accessioning:

1. MHS Alumini Book
2. Saint Mary Annunciation Book

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Wendy Frasier
SECONDER:	Commissioner Tom Baur
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

Motion to accept artifacts for accessioning as listed.

The commission approved the following artifacts for accessioning:

1. Sparkler Filter Items (valve, gas filter, large pad)

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Barb Zander
SECONDER:	Commissioner Shawn Killackey
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

Motion to accept artifacts for accessioning as listed.

The commission approved the following artifacts for accessioning:

1. 2001 Road Atlas

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Anne Walker
SECONDER:	Commissioner Barb Zander
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

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

The commission approved disposing of the following artifacts as noted below.

Motion - Town / SHAN 2nd
Accepted



→ Sarvatin Army Donate

2019-16 2 of four school desks Keeping 2, other unnecessary, give away



2019-1259 Wooden Box Of no use Dispose



2019-89 Doll House Unnecessary Dispose



2019-33 Golf Bag only, keeping clubs Bad condition Dispose



2019-803 Kitchen Chair Bad condition - Dispose

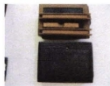


2019-1317 Violin Bad condition - check violin store

→ ~~check~~ Further Research
First



2019-3120 Violin Bad condition - same case violin store



2019-2047 Folding Brownie camera Bad condition - Dispose



Large Red Scrapbook 2019-1 2019-6001 - Dispose

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

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

Volunteer Hours / Museum Attendance - Shawn

June Volunteer Hours - 94 Hours

June Attendance - 60 people

Docent Schedule - Shawn

The July schedule is set and has been emailed to members.

Other

Road Side Clean up volunteers are needed. An email will be sent out shortly.

OLD BUSINESS

Park District pre-school presentation - July 10, 2024 at 10:00 AM

Gary, Mike, Wendy, Barb, and Anne will attend the event.

Old # 1 - 100th Anniversary

Robin Meier and Tim Wilson will be liaisons to the Committee. July 2025 is the anniversary.

Village email and business cards

The Village is working on setting up emails and will look into business cards once all the emails are set up.

Historical Commission Facebook Page

Shawn and Mike have access now. Anne would also like access.

Digital Site Map Project

The digital site map project is currently at a stand still, need more input from the commission.

Story Corps

No report.

Lure of the Local

No report.

Museum Landscape Plan

Sent to the Park District.

Other

NEW BUSINESS

Museum Merchandise Sales and Cash Donations report.

Donations

Motion to accept \$225 cash from museum donations to be given to the Mundelein Park and Recreation District.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Wendy Frasier
SECONDER:	Commissioner Barb Zander
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

Sale of Socks

Motion to accept \$20 in cash from sales of socks, and \$160 cash from the sale of books. A total of \$180 will be given to the Village of Mundelein.

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

Other

Reminder of agenda posting requirements. Agendas are due to Administration by noon on the Friday prior to the meeting to make the 48-hour Open Meetings Act deadline.

ADJOURNMENT

Motion to Adjourn the July 3, 2024 Historical Commission Meeting.

Motion to Adjourn the July 3, 2024 Historical Commission Meeting.

The July 3, 2024, Historical Commission Meeting Commission adjourned at 10:22 AM.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Shawn Killackey
SECONDER:	Commissioner Tom Baur
AYES:	Michael Flynn, Tom Baur, Wendy Frasier, Anne Walker, Shawn Killackey, Barb Zander
NAYS:	None
ABSTAIN:	None

Minutes taken by: Village Liaison Eric Guenther, Village Administrator

CALL TO ORDER

A special meeting of the The Mundelein Historical Commission and planning committee to discuss the 2024 Ivanhoe Cemetery Walk was called to order at 2:00 PM by Chairman Flynn at the Ivanhoe Cemetery.

ATTENDANCE

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

Commission Attendance

PRESENT: Chairman Flynn, Commissioner Zander, Commissioner Frasier, Commissioner Walker

ABSENT: Commissioner Baur, Commissioner Killackey

Other Attendance

PRESENT: Jeanne Steffens, Gretchen Grassl, Jeff Hayes

PUBLIC COMMENTARY

There was no public commentary.

DESIGN AND PRINTING OF THE PROGRAM

Design of the program was discussed. It was agreed that the cover should feature the Ivanhoe Cemetery sign, the date and time of the event, and the theme: Gone but not Forgotten.

Other components of the program, it was agreed, will include: the names of the historical figures, their dates of birth and death, a brief statement explaining their life, the actor playing the part, and the writer/researcher of the monologue. A brief summary of the Mundelein Historical Commission mission and the Heritage museum will be included plus a "Thank You" recognition for other assistance - Kristan's Funeral Home, Ivanhoe congregation, etc., and a map of the featured grave sites.

Gretchen Grassl left the meeting.

CHECK-IN PROCEDURES

Discussion started with the check-in process. It was agreed the check-in table would open at 12:30 PM. One volunteer is needed to check in registered guests and assign group numbers. A donation box will be included at the check-in table.

OPENING CEREMONY

The opening ceremony will be held under the historic oak tree adjacent to the parking lot. It will start at 1:00 PM and last approximately 20 minutes. A podium will be required. Chairman Flynn will give a welcome address and introduce the speakers. An Ivanhoe Church member will provide a brief history of Ivanhoe Church and the Cemetery.

Barb Zander suggested that the actors each introduce their characters as part of the opening ceremony. After some discussion, Jeff Hayes suggested an introduction of the characters was important, but it should be done by a member of the Commission and not by the actors. Barb Zander agreed to make the Introduction of Characters.

The final component of the opening will be the Instructions to the guests. Guests will divide into their assigned group and follow the designated docent to the starting grave site. Following each graveside presentation, the docent will lead their group to the next grave site.

PUBLICITY

Publicity for the August 24, 2024 event was discussed. It was agreed that publicity would include: Mundelein Historical Commission Newsletter (Summer 2024), Village Weekly E-newsletters, Kirk Players website and Facebook, MHC Facebook. Chairman Flynn will prepare a Press Release for the Newspaper, Fremont Township and Mundelein Park District. Members were asked to submit information to local churches for publication in church bulletins.

Chairman Flynn reported that to date, seven people had registered for the event. Gretchen Grassl suggested that a registration form be posted on the MHC web page to facilitate the registration process. Chairman Flynn will contact the Village staff to help with the registration form.

It was noted that publicity for the event must advise about the uneven ground of the walk.

MISCELLANEOUS

Order of grave sites

The visitation order balloon color will be: 1) Quig's-green, 2) Partridge-red, 3) Holcomb-blue, 4) Payne-white, 5) Norton-purple, 6) Joice-yellow, 7) Wilhelm-pink.

Set-up for each grave

It was agreed that each grave would be marked with a colored balloon and chairs would be provided for the actors.

Equipment needed

Nothing to report.

Donations

Nothing to report.

Time Line

The timeline for the event was agreed as: 12:30-1:00 PM Check-In; 1-1:20 PM Opening Ceremony; 1:25-2:00 PM Cemetery Walk; 2:00-2:30 PM Self-guided tour of the cemetery. Guests will be reminded to exit the Ivanhoe church parking lot by 2:30 PM, if a second show is needed.

Closing

Due to the 60 car capacity of the church parking lot, the maximum attendance was set at 50 guests. If demand is greater than 50, a second show (also with a maximum of 50 guests) will be planned for 3 PM. If a second show is scheduled, guests at the first show must leave the parking lot by 2:30 PM. The possibility of 2nd show will be explained in the publicity and in the program. The rain date is Sunday, August 25th, at the same time.

OTHER DETAILS

Barb Zander noted that there are errors in some of the monologs that have been submitted. Barb will make corrections and forward to Chairman Flynn for Gretchen Grassl.

ADJOURNMENT

Motion by Walker, second by Frasier to adjourn the Special Historical Commission Meeting at 3:07 PM.