



# Village of Hanover Park Administration

**Municipal Building**  
2121 West Lake Street, Hanover Park, IL 60133  
630-823-5600 tel 630-823-5786 fax

[hpil.org](http://hpil.org)

**Village President**  
Rodney S. Craig

**Village Clerk**  
Eira L. Corral Sepúlveda

**Trustees**  
Liza Gutierrez  
James Kemper  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

**Village Manager**  
Juliana A. Maller

## **SPECIAL EVENTS COMMITTEE**

### **Remote Participation ONLY**

**To listen and submit public comment in the meeting, please call:**

1-708-391-0051 United States, Cicero

Phone Conference ID: 864 096 114#

**To submit public comment online, visit:**

[www.hpil.org/publiccomment](http://www.hpil.org/publiccomment)

**Wednesday, March 3, 2021**

**11:30 a.m.**

## **AGENDA**

1. **CALL TO ORDER – ROLL CALL-**
2. **ACCEPTANCE OF AGENDA-**
3. **PRESENTATIONS/REPORTS-**
  - 3a. Report from DVM Webb on cost of signs
  - 3b. Report from DVM Webb on Arbor Day Tree for COVID-19 victims
4. **APPROVAL OF MINUTES-**
  - 4a. January 6, 2021
5. **ACTION ITEMS-**
6. **TOWNHALL SESSION-**
7. **NEW BUSINESS**
  - 8c. Corks & Crafts Update
8. **OLD BUSINESS-**
  - 8a. Movie in the Park selection of movies
  - 8b. Wednesday Night Live! Bands
9. **ADJOURNMENT-**





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February 26, 2021

To: Village Board  
Village Clerk Eira Corral Sepulveda

The undersigned Village President has determined that an in-person meeting conducted under the Open Meetings Act for the Special Events Committee meeting, scheduled for March 3, 2021 at 11:30 a.m. is not practical or prudent because of the COVID-19 emergency and disaster as reflected in the Governor's statewide and the Village President's disaster declarations, which are both currently in effect and will be on March 3, 2021.

In particular, the Governor, on Friday, February 5, 2021, issued Executive Order 2021-04, concerning the 1,140,000 and growing infected Illinois residents and approximately 19,500 loss of life from the Pandemic, and reissued 33 Executive Orders relating to COVID-19 including Section 6 of Executive Order 2020-7 concerning relaxing in person meeting requirements which was extended by his Order 04 to March 6, 2021. Further, the Governor, has resumed holding daily news briefing wherein his COVID-19 reports indicate Illinois' COVID-19 statistics are showing progression and they are of heightened concern. The Governor has sought more effort from local officials to better enforce social distancing and show more concern for health rules and regulations concerning the spread of COVID-19.

Accordingly, the March 3, 2021 Special Events Committee meeting will be held pursuant to the requirements of Section 7(e) of the Open Meetings Act 5ILCS 120/7(e).

\_\_\_\_\_  
Rodney S. Craig, Village President



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Wednesday, January 6, 2021

11:30 a.m.

## MINUTES

1. **CALL TO ORDER – ROLL CALL-** *The meeting was called to order at 11:35am. Chairperson Sherry Craig read the remote participation statement based on the Governor's statewide disaster declaration. Present: Sherry Craig, Trustee Porter, Mary Kay Prusnick, Laura Reilly and Kristy Merrill. In attendance were Village Manager Maller, Tricia Rossi, Kevin Pini, and Lt Weil.*
2. **ACCEPTANCE OF AGENDA-** *A motion to accept the agenda was made by Mary Kay Prusnick and seconded by Trustee Porter. A rollcall was taken, and all were in favor.*
3. **PRESENTATIONS/REPORTS-**
  - 3a. **Statistics from Halloween and Holiday Decorating Contest-** *DVM Webb reported out on the participation level of the contests and reported the feedback on the contests was very positive. Discussion was the committee felt the events should be held again. Laura Reilly suggested getting signs for participant homes to be placed in their yards to show they were part of the contest and help spread the word about the contests. Sherry Craig asked how much it would cost for the Village to produce the signs. DVM Webb was directed to check cost with Public Works and report back.*
4. **APPROVAL OF MINUTES-** *A motion was made by Trustee Porter and seconded by Laura Reilly to approve 4a, 4b, and 4c with a correction on a Scribner's error to 4a noting which minutes were approved and correcting date to 2021 in header. A rollcall vote was conducted, and all were in favor.*
  - 4a. **March 11, 2020**
  - 4b. **July 1, 2020**
  - 4c. **September 2, 2020**
5. **ACTION ITEMS-** *none*
6. **TOWNHALL SESSION-** *none*

**7. NEW BUSINESS**

**7a. Discussion on Santa Coming to Hanover Park-** *DVM Webb summarized the event for the committee. Committee members found the event was very good and recommended it continue in 2021 and continue to be administered by the Clerk's Office.*

**7b. Discussion on Letters to Santa-** *DVM Webb summarized the event for the committee. The committee inquired on the number of letters received. DVM Webb stated he would check with the Clerk's Office and report back to the committee. Sherry Craig stated she was going to check into if letters could be sent to a location in Indiana where they will send back a postcard from Santa. Sherry will follow up with the committee for potentially using in 2021.*

**7c. Dates for Movie in the Park-** *Tricia Rossi reported on the status of the 2021 movie guide and has reserved the dates for the events with the movie vendor. Discussion was held on could we hold as Drive-Ins if COVID-19 imposed restrictions. PD reviewed it could be done but it was noted that manpower costs are higher as well as the cost for the screen. Dates are June 25, July 16, and August 13<sup>th</sup>. Discussion was held on locations for the movies and noted the July 16 event will be at Community Park due to COPS Day. DVM Webb will work will contact Public Works regarding availability of Pavilion for the other date(s).*

**7d. General Discussion on event in 2021-** *DVM Webb shared a draft event calendar with the committee with draft dates for events for their review. Discussion was held on not having 2 events on the same day and having committees submit dates to the Special Events Committee for approval prior to holding the event. Discussion was held on what were the plans for the Arbor Day event. DVM Webb relayed it is handled by the Clerk's Office and that it was in the works. A suggestion was made to have a tree dedicated to COVID-19 victims and the committee asked DVM Webb to forward the request to the Clerk's Office. Discussion was held regarding Wednesday Night Live and the committee recommended using the bands that were selected last year and not able to perform because of COVID-19. If they were unable, staff could go ahead and book the bands without waiting for the next meeting.*

**8. OLD BUSINESS- none**

**9. ADJOURNMENT-** *A motion to adjourn was made at 12:36 p.m. by Laura Reilly and seconded by Kristi Merrill. A rollcall vote was held, and all were in favor.*