



# Village of Hanover Park Administration

Municipal Building  
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hpil.org

Village President  
Rodney S. Craig

Village Clerk  
Eira L. Corral Sepúlveda

Trustees  
James Kemper  
Fanny Y. López Benítez  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

Village Manager  
Juliana A. Maller

## VILLAGE OF HANOVER PARK SISTER CITIES COMMITTEE Committee of the Whole Meeting

Hanover Park Police Headquarters  
2011 Lake Street - Hanover Park, IL 60133  
Tuesday, February 11, 2020  
7:00 p.m.  
MINUTES

### 1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 7:22 p.m. by Sister Cities Committee Member / Trustee Herb Porter who volunteered to lead the meeting in Chair Pamela Fowler's absence.

PRESENT: Committee Trustee Herb Porter, Adelaide Grant-Acquah, Frank Grant-Members: Acquah, Gustavo Pineda, Maria Pineda

ABSENT: Committee Pamela Fowler, Arnulfo Flores  
Members:

ALSO PRESENT: Staff Liaison Katherine Perez

### 2. ACCEPTANCE OF AGENDA:

Motion by Frank to accept agenda. Second by Maria. Voice Vote: All ayes. Motion carried.

### 3. PRESENTATIONS/REPORTS:

None.

### 4. APPROVAL OF MINUTES:

Motion by Frank to approve meeting minutes from December 10, 2019 and January 14, 2020 (no quorum). Second by Maria. Voice vote: all ayes. No discussion. Motion carried.

### 5. ACTION ITEMS:

5-a. Penpal program status report – Ontarioville School (Maria) and Laurel Hill School (Trustee Porter) – Letters from Valparaiso were delivered to Laurel Hill School and Ontarioville School last week. A second batch of letters from Laurel Hill School and Ontarioville School to be available for pick up on February 13. A copy of a few sample letters received from Valparaiso were passed around during the meeting.

- 5-b. Travel planning for 2021 Cape Coast visit and fundraising plans – Discussion of the 2021 Cape Coast visit and fundraising continues to be tabled until after the 2020 Black History Month event is over.
- 5-c. Black History Month event planning (2/29/2020) – planning team, invitation flyer, draft program, entertainment & refreshments – Trustee Porter reported that the order from Briana’s for a veggie salad and 40 assorted wrap sandwiches (veggie, turkey—cut in half) will be \$180. He will check with Tony’s on the three cases of bottled water. Flyers have been distributed via email and USPS; and a supply of extra flyers was available at the meeting for members to take and distribute. Staff Liaison Katherine asked members if they would be providing names and contact info for people they wanted to invite to the program. Katherine noted that the check for the entertainment is in process and will be available after the next board meeting. Frank and Herb will be meeting to go over the script and finalize Frank’s role with a possible dress rehearsal at the final planning session on February 25. Frank advised that he has two copies of *The Empire of Ghana* book by Rebecca Green. Further discussion of the door prize gifts will be delayed until the Chair is present at the next planning session.
- 5-d. Valparaiso 10<sup>th</sup> Anniversary in 2020 and possible collaboration with Special Events Committee (Trustee Porter) – Trustee Porter advised that the Special Events Committee is open to allowing an event at the gazebo. A proposed date needs to be submitted. Once the date is set, St. Ansgar Church may be approached for their support and serving food (tacos, etc.).
- 5-e. International Peace Cup 2020 proposal update (Frank) and recruitment efforts (Arnulfo and Trustee Porter) – Trustee Porter advised that the Park District will have a team for us, comprised of any age group needed. Frank noted that the cup organizers are in the process of trying to figure out the amount of the entrance fee and negotiating the insurance for the whole event. As event details are finalized, area businesses such as Briana’s, Fiesta Market, etc. can be contacted about sponsorship. Trustee Porter recommends making a list of area businesses that could be approached about sponsorship as soon as the event details are finalized, noting that it would be a good opportunity to introduce Sister Cities to the business community.
- 5-f. Participation at Kids at Hope Resource Fair (4/25/2020) – The resource fair will take place at the Park District, and it runs from 10:00 a.m. to 1:00 p.m., with set-up starting at 9:00 a.m. The committee agrees to participate at the resource fair and will host an information table. Committee member volunteers will be needed to host the table, and Katherine was asked to create a schedule so members could sign up in shifts with two people working at a time. Maria offered to host from 10:00 a.m. to 12:00 noon. Staff Liaison Katherine will arrange to have the tablecloth, literature and visual aids delivered to the venue. Arriving volunteers will assist by setting up the table, and the volunteers on hand at the conclusion will need to re-package the materials for return to the Police Department.
- 5-g. Illinois Sister Cities Association Conference – date & venue? – Katherine advised that she has been checking online for conference registration instructions. She came across a

save-the-date announcement on Facebook noting that the conference would take place on April 17 & 18, 2020. However, Frank reported that the plans haven't been fixed yet. There has been discussion that Naperville may host the conference, but it would be held for only one day, possibly on a Saturday afternoon. Frank also advised that the Illinois state organization is sending out a questionnaire with the annual dues notice.

During discussion of the State conference, there were a few side notes. 1) Trustee Porter said that he is considering using his trustee travel allowance to attend the Sister Cities International conference in Tampa in November 2020. 2) The International African festival may be coming to Chicago. Frank will be working with Prince, and he will keep the committee posted on the developments.

**6. TOWNHALL SESSION:**

None.

**7. OLD BUSINESS (NON-ACTION ITEMS):**

7-a. Recap of recent activities – Chair Pamela, Trustee Porter, Adelaide and Frank attended the Village Award Ceremony on January 31. Maria & Gustavo Pineda's daughter was a runner-up for the scholarship. Trustee Porter and Frank attended the Martin Luther King breakfast in Hoffman Estates on January 20.

7-b. Budget activity update – Expenses for the entertainment, refreshments and related supplies will be charged to the Sister Cities Committee's budget under the special events line item.

**8. NEW BUSINESS (NON-ACTION ITEMS):**

8-a. Upcoming event announcements – Mardi Gras Business After Hours is on February 24. Please refer to the invitation that was emailed for RSVP instructions. Trustee Porter reported that the Sister Cities Committee would be recognized by Cook County Commissioner Kevin Morrison on February 28 in the PD community room. However, it was noted that nothing was booked on the community room calendar for February 28, and no one from Morrison's office had been in contact with the Police Department to make arrangements. Details will be communicated to the Sister Cities Committee members upon receipt of confirmed arrangements.

8-b. Agenda topics for upcoming meetings – No suggestions were received.

**9. ADJOURNMENT**

Motion by Adelaide to adjourn at 8:17 p.m. Second by Maria. Voice Vote: All ayes. Motion carried.

Minutes recorded and transcribed by:

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Katherine Perez, Interim Staff Liaison

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Trustee Herb Porter  
Acting Chair, Hanover Park Sister Cities Committee