



Village of Hanover Park Administration

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Herb Porter
Bob Prigge

Village Manager
Juliana A. Maller

VILLAGE OF HANOVER PARK SISTER CITIES COMMITTEE SPECIAL MEETING

2121 Lake Street, Hanover Park, Illinois 60133

Thursday, April 27, 2023

7:00 p.m.

MINUTES

1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 7:04 p.m. by Sister Cities Committee Chair Pamela Fowler.

PRESENT: Committee Members: Pamela Fowler, Trustee Herb Porter, Frank Grant-Acquah, Darius Robinson,

ABSENT: Committee Members: Adelaide Grant-Acquah-Auxiliary, Jessica Ramirez, Gurmeet Singh

ALSO PRESENT: Board Liaison James Kemper, Valeria Aguilera (CIDC), Zach Levy (CIDC), Deputy Chief Victor DiVito, Staff Liaison Katherine Perez

2. ACCEPTANCE OF AGENDA:

Motion by Trustee Porter to accept agenda. Second by Darius. Voice Vote: All ayes. Motion carried.

3. PRESENTATIONS/REPORTS:

There were no presentations or reports at the meeting, however, visitors Zack Levy and Valeria Aguilera were introduced as representatives of the Cultural Inclusion and Diversity Committee who would be working alongside the Sister Cities Committee in planning and hosting the Juneteenth event. Welcome to Zack and Val, and thank you for volunteering.

4. APPROVAL OF MINUTES:

Motion by Frank to approve meeting minutes from March 23, 2023. Second by Darius. Voice vote: all ayes. No discussion. Motion carried.

5. ACTION ITEMS:

5-a. Illinois State Conference, Rockford, Illinois (April 21-22, 2023) – Recap – Three members of the Hanover Park Sister Cities Committee participated at this year's conference: Chair Pamela, Frank and Darius (and Spouse) were at the Friday night banquet, and the following day, Chair Pamela and Frank returned for the general business meeting. The banquet was a lovely event featuring delicious ethnic food, and cultural performances by talented musicians and dancers. Darius is

now on the Illinois state board. It was announced that Jay Mathur would be stepping down from his term as president. Presentation topics on Saturday included How to Succeed Vital Points (Highland Park) and Global Scholar Program (Naperville). The Hanover Park Sister Cities Committee was presented with a certificate of recognition for its efforts in hosting the 2022 Juneteenth celebration.

- 5-b. Juneteenth event planning – flyer distribution; updates on entertainment, grilling competition, activities and vendors; logistical coordination; etc. – Trustee Porter distributed a handout outlining what needs to be accomplished. He requested a hundred copies of the event flyer for distribution at an upcoming NAACP meeting.

Entertainment

Trustee Porter advised that the Funk Brothers Band is available to perform (cost \$1,000); need contract. Char McGallister is open on June 17 and would also be available to perform. Darius contacted the dance team he knows, and although they're already booked that day for Ferguson, Missouri; the team is large enough that they may be able to split up and also come to Hanover Park. Darius will know more re availability and cost on Monday when they get back to him. Darius also noted that DJ Calvin is available; contract pending. 40+ Double Dutch ladies will plan to participate, pending receipt of confirmation in writing.

Logistics

Plans are to borrow a stage from School District 54; contact made with Mary Kay. Set-up to be coordinated through VHP Public Works. The site plan will need to be reviewed, and Katherine will see what is in the file from last year's event. Road closures will be coordinated with the police department and the fire department will be asked to provide fire extinguishers.

Program

The event will open with a brief welcome; singing by the Second Baptist Church (Lift Every Voice); followed by two musical acts, dancers, 40+ Double Dutch performers, and grilling demonstration. There won't be a keynote speaker this year. Proposed timeline would have the opening from 12:00 – 12:45. Music at 1:00 (Char / R&B) for 30-45 minutes and Funk Brothers Band for 1 hour, possibly longer pending the band's availability and the cost. Two performances by 40+ Double Dutch at times to be determined. A grilling demonstration. Side activities will take place simultaneously to include face-painting/balloon art and games (connect 4, ginga, bean bag toss).

Vendors

Chair Pamela reached out to vendors from last year and has had positive responses from Septran, T.J. jewelry, Second Baptist Church; and Reda Boutique. She's waiting to hear back from Joseph, the African garb vendor. Trustee Porter announced that he would be attending the Village's Special Events Committee meeting on Wednesday, and he will get lists from Clerk Kristy.

Grilling Competition

Trustee Porter has been in contact with Weber Grill regarding sponsorship and a demonstration. They would need to be provided with a tent (possibly set up in the area where marshmallow-roasting takes place at the tree lighting ceremony). Weber has been asked to provide 7-8 grills for use by the groups participating in the grilling competition. Some of the grill teams will want to

bring their own grills. Grill teams from ten organizations (churches, fraternities, etc.) would be great, and Trustee Porter requested help in identifying groups that could participate in the grilling competition. The grill teams won't have to pay to compete.

How the competition works -- the grill team portions out sample-size tastings of what they've prepared and will be voted on. We sell tickets that are then used to "vote" for the 1st, 2nd and 3rd best items, with the votes being cast by the depositing of tickets into the respective buckets. The ticket sales would then be divided up among the top three teams based upon the number of tickets each team collected.

Other Food to be Served

There was discussion regarding foods that outside groups could come and sell, such as St. Ansgar (tamales, tacos, corn). The committee plans to purchase side-dish style food that would be complimentary to the grilled food such as potato salad, coleslaw, macaroni salad, baked beans, and bean salad. Quantity, sourcing and cost estimates will be needed based on 200 attendees; and cold storage and serving the food the day of the event will need to be addressed. Discussion followed about obtaining monetary support to purchase the side-dish foods. Trustee Porter commented that other committees may wish to contribute, and Zach and Val were requested to check with CIDC to see if it would like to help sponsor; and area businesses such as Jewel, Tony's and Caputo's could also be contacted to request food donations. It was requested that the ice cream truck be invited to participate.

Ad Book

Space in the book will be reserved for CIDC's promotion of a Mexican Independence activity, and it was noted that the Sister Cities Committee would also like to co-sponsor said activity. The draft sponsorship letter was reviewed. The deadline for payment will be two weeks prior to the event.

Miscellaneous

There was discussion about having event t-shirts and members provided their shirt sizes. Chair Pamela located a possible source at the school where she works. The plan will be to purchase new t-shirts for 2023 since there are new members and volunteers who will be working. Artwork will be needed. Katherine noted that once the final participation and sponsorship letters are approved by the editorial board, she will work with the Finance Department so that online payments can be accepted. Availability of the community room will be checked for availability on Wednesday, May 10 and June 14 so that members will be able to gather and report on their progress.

- 5-c.** Cape Coast visit planning – review of proposed itinerary, transportation details, accommodations, activities, etc. – Frank reported on his trip to South Africa and Ghana. He made the papers during the conference in South Africa where discussions were productive and informative. With regard to Cape Coast travel planning, Trustee Porter asked Frank to comment. Frank advised that he had been in Ghana for five weeks and was able to do some research. His site inspection included stops at the Accra university guest house, a hotel in Kumazi, and a two-year old hotel in Cape Coast. Surface transportation on a 30-passenger Toyota bus would be an option. The visit would begin with the first night in Accra, followed by travel to Kumazi for a stay there before arrival in Cape Coast in time for the festival with meetings to be arranged with the Mayor and Chief. The package cost is \$3,870 which includes airfare and lodging. Chair Pamela commented that all that

was available before now was a single-page general outline in contrast to what Frank was currently revealing which is much more detailed and informative. Trustee Porter thanked Frank for the information. Discussion followed. For many people, the trip is a big deal, something they'd need to budget and have enough time to plan. It was noted that some individuals previously interested in participating cannot do so now due to the absence of information. Chair Pamela recommends tabling travel plans until 2024 allowing more time to organize and to come up with a comprehensive promotional package. Discussion continued regarding the travel group make-up; level of participation from within the Sister Cities Committee and outside: the possibility of working with an agency partner that could provide visuals and source material; and the type of experience that can be offered to a sister cities group.

5-d. Sister Cities Committee's additional mid-summer event proposal discussion (Trustee Porter) – Tabled to June meeting.

6. TOWNHALL SESSION

None.

7. OLD BUSINESS (NON-ACTION ITEMS):

7-a. Recap of recent activities – Nothing to report.

7-b. Budget activity update – SCI annual dues to be paid pending receipt of invoice; est. \$610.

8. NEW BUSINESS (NON-ACTION ITEMS)

8.a Upcoming event announcements

- Kids at Hope Resource Fair will take place on Saturday, April 29 at the Park District. Chair Pamela and Trustee Porter will host Sister Cities table.

8-b. Agenda topics for upcoming meetings

- Juneteenth planning
- FY2024 budget preliminary discussion
- Additional mid-summer event proposal discussion

9. ADJOURNMENT

Motion by Frank to adjourn at 9:07 p.m. Second by Darius. Voice Vote: All ayes. Motion carried.

Minutes transcribed by:

Katherine Perez, Interim Staff Liaison

Pamela Fowler, Chair
Hanover Park Sister Cities Committee