



Village of Hanover Park Administration

Municipal Building
2121 Lake Street
Hanover Park, IL 60133-4398

630-823-5600
FAX 630-823-5786
www.hpil.org

PRESIDENT
RODNEY S. CRAIG

VILLAGE CLERK
EIRA CORRAL

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JON KUNKEL
HERB PORTER
RICK ROBERTS
EDWARD J. ZIMEL, JR.

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK CONECT COMMITTEE REGULAR MEETING Municipal Building, Room 214 Hanover Park, IL Tuesday, September 8, 2015 12:30 p.m. AGENDA

1. **CALL TO ORDER**
2. **ACCEPTANCE OF AGENDA**
3. **PRESENTATIONS/REPORTS: None**
4. **APPROVAL OF MINUTES:**
 - 4-a. Request to approve the Minutes of August 11, 2015
5. **ACTION ITEMS: None**
6. **TOWNHALL SESSION:**
 - 6-a. Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes per speaker.
7. **OLD BUSINESS (NON-ACTION ITEMS)**
 - 7-a. Business/Realtor Reception – Review timeline/set up sub-committee meetings.
 - 7-b. Mayors Choice Business of the Year Award – Review packet/timeline
8. **NEW BUSINESS (NON-ACTION ITEMS)**
 - 8-a. Local Business Welcome Visit: None
9. **Development Update**
10. **Upcoming Events – Maxwell Street, Blood Drive**
11. **ADJOURNMENT**



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VILLAGE OF HANOVER PARK

CONECT COMMITTEE Regular Meeting

**Municipal Building, Room 214
2121 Lake Street
Hanover Park, IL 60133**

**Tuesday, August 11, 2015
12:30 p.m.
MINUTES**

1. CALL TO ORDER

Chairperson Tobin called the meeting to order at 12:39 p.m.

PRESENT: Members: Mario Farfan, Adam Cortes, Angela Ligocki,
Andrea Fox, Beth Corrigan, Ann Robinson, Kevin
Swan, Patrick Kaveney, Pathiv Patel, Chairperson
Gail Tobin, Jeff Acks

ABSENT: Members: Mary Morrison, Gayle Peneschi, Jean Lynn,
Andy Bunge, Bob Morris, Michelle Macholl, Jon
Stickney

VILLAGE STAFF
PRESENT: Director of Community & Economic
Development Shubhra Govind, Village Planner
Katie Bowman, Village Clerk Eira Corral,
Secretary Kathleen Arnold

GUESTS: Patricia Smolin – Schaumburg Township District
Library

2. ACCEPTANCE OF AGENDA:

Motion by Member Swan to accept the Agenda, seconded by Member Cortes.

Voice Vote:

All AYES.

Motion Carried: Agenda Accepted.

3. PRESENTATIONS/REPORTS:

3-a. Contractor Appreciation Event – Menards Event Recap:



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Bob Morris was unable to attend the meeting and provided an event recap prior to the meeting. There were 180 attendees, 15 vendors presenting and provided giveaways. Menards handed out hats and t-shirts to all attendees. Lots of burgers and brats cooked and served. This Menards location will no longer have a Contractor department but they may host this vent at this location next year as the turnout was outstanding.

The Committee was asked if they see any value to the CONECT Committee participating in this event next year:

Members of the Committee discussed and recommended the following:

- No, the Chamber participated one year and did not find a lot of interest as this event is mainly for contractors from all over and the focus is on selling products relating to that area.
- The committee is open to discussing a “Home Improvement Day” and partnering with surrounding communities such as Streamwood. Director Govind suggested a half day open house at the Hanover Park Menards where Village Staff can answer questions on how to apply for a permit.

3-b. Schaumburg Township District Library – Patricia Smolin – New Business Library

Schaumburg Township District Library just launched a Business Card program where the owner of a Hanover Park business can obtain a library card and gain access to the online/remote services of the Library. All Library card holders can come to the library and use the facilities as a guest or per the Library share program but not access resources remotely. Many businesses do not own the property where they do business so cannot get a Library card this new program will now permit them to do so. The Library has many resources that would be beneficial to a small business owner with access to RefUSA and many how to tutorials for Microsoft products. To obtain a Business Library card the business owner will need to show a valid/active business license. The Library has many channels for promoting events such as Constant Contact, Business Sparks and a business kiosk in their main lobby if you have an event that is connected to the Village and benefits the residents. They cannot post Ribbon Cuttings, Grand Openings or sales for businesses, but they can post the State of the Village, Realtor and Business Reception and the Business After Hours Events. This is only done monthly and space is limited. The Library also has many events to help educate business owners such as Demographics/Now 9/23, Solid Foundations in HR for Business 9/28. To view more events please visit their website at <http://programs.stdlib.org> click on Events at the main Library. Patricia Smolin is also available for consultation with an appointment.

Committee feedback:

Hanover Park Community Bank – Adam Cortes inquired about promoting their “Own your own home” seminar to be held in November. Northwest Hispanic Chamber – Mario Farfan felt this would be of interest to help promote events and gain members.

4. APPROVAL OF MINUTES:

4-a. Request to approve the Minutes of July 14, 2015.

Motion by Member Swan to approve the Minutes, seconded by Member Cortes.

Voice Vote:

All AYES.

Motion Carried: Approved Minutes.



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5. **ACTION ITEMS:** None

6. **TOWNHALL SESSION:**

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

7-a. Decide Sub-committee for Realtor & Business Reception

Members of the Committee discussed and recommended the following:

- The Sub-Committee will consist of the following staff and members: Kevin Swan, Andrea Fox, Shubhra Govind, Trustee Porter, Gail Tobin, Balwinder Chhokar and Adam Cortes.
- Sub-Committee meetings will be set up shortly and members will be notified.
- If space allows provide businesses and service agency with a full table vs. half table.
- Jeff Acks will inventory the number of tables and determine how many will fit facility and get back to us.
- Keep table cost at \$25.00 for non-committee, chamber and services agencies.
- If possible presenters can provide their own table drape, but if not we will have table clothes available upon request.
- Patti Smolin will generate a report using RefUSA with contact information for local realtors as well as post information on the Library's communication venues.
- Member Chhokar will use her resources as a Realtor to contact the National Realtors Association.

7-b. CONECT Logo Items:

Committee members discussed the purchase of a logo item as a give-away at upcoming events. In addition to the current cell phone card holders the members will submit ideas for two more logo items to be used for networking purposes at future events such as the Realtor and Business Reception, Business After Hours and to be included in the Welcome New Business folders.

Members of the Committee discussed and recommended the following:

- The cell phone card holders have worked well and since we will not have to pay a setup fee and the cost has come down they would like to place an additional order. Member Fox provided a new quote for the cell phone card holders. See attached.

Motion by Member Swan to place an order for 100 Cell Phone Card Holders for a cost not to exceed \$179.00 plus an estimated shipping cost of \$12.00, seconded by Member Cortes.

- Member Swan suggested the mini cell phone chargers.
- Member Fox commented she can find a comparable product that has better quality.
- Member Tobin recommended a logo chip clip with a magnet.
- Clerk Corral recommended a large pen which as seen at other events have generated a lot of conversation.
- New design for logo plastic bags such as white bags with blue logo vs. green/white design of current plastic bags.
- Members are to email their suggestions for review at the next meeting.

NEW BUSINESS (NON-ACTION ITEMS):



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8-a. No new businesses where welcomed.

8-d. Development Update:

- **Katie Bowman – Village Planner** – Katie Bowman will be leaving to relocate out of state. The Committee wishes her well.
- **Development Commission** – Public hearing held in June for Mattress Firm, recommendations have been submitted to the Board. New building façade will match surrounding buildings.
- **Sign Meeting** – Village will be holding a Joint workshop with the CONECT Committee and the Development Commission on Thursday, August 13, 2015, 5:00 p.m – 6:30 p.m. Businesses have been invited to attend, participate and provide feedback on current sign regulations. The Supreme Court just ruled on signage so the Village needs to take a hard look at our current sign code and have our attorney review current regulations and propose changes pursuant to the court ruling. The Supreme Court's decision affects sign regulations across the country. This meeting will provide the Village of Hanover Park with feedback from our businesses.

8-e. Upcoming Events:

- **Hanover Park Chamber of Commerce** – Multi-Chamber Event at Drink, in Schaumburg. See website for more details/events.
- **Maxwell Street** – Saturday, September 19, 2015, 9:00 a.m. – 4:00 p.m. West end of the Metra parking lot.
- **Village of Hanover Park Blood Drive** – Wednesday, October 7, 2015, 9:00 a.m. – 3:00 p.m. Upstairs Chamber – Village Board Room 214.

9. **ADJOURNMENT:** 1:53 p.m. Motion by Member Cortes to adjourn, seconded by Member Swan.

Voice Vote: All AYES.

Motion Carried: Adjourned.

Recorded and Transcribed by:

Kathleen Arnold, Secretary
Community Development
On this 14th day of August, 2015

Gail Tobin, Chairperson

Realtor & Business Reception November 05, 2014 Recap

Year	2012	2013	2014
Total Attendees	79	100	69
Village Board Members, Staff,CONNECT	22	20	18
Service Agencies	13	21	10
Businesses	10	20	11
Photographer	1	1	0
Realtors/Guests	41 (18) Realtors	40	31
Table Fees	\$0.00	\$250.00	\$100.00
Budget	\$1200.00	\$1000.00	\$750.00
Total Expenses	\$509.00	\$468.15	\$424.79
Over/Under Budget	\$691.00	\$781.85	\$325.21
Donated Items:	Tony's Finer Foods, Prestige Florist, Starbucks, Bungalow Joes, Menards, Park District, First Eagle Bank, Hanover Park Library Branch	Tony's Finer Foods, Starbucks, Bungalow Joe's, Jimmy Johns, Cookies a la Carte	Bungalow Joe's(wine, beer and pulled pork sandwiches and chips), India Patio (2 trays Samosa), First Eagle Bank(flashlights/note pads), Park District (ice, signs)
Purchased Items:	Photographer \$50.00, Caputo's \$221.95, Family Dollar Supplies \$9.50, Party City Supplies \$117.00, Sam's Club Beverage/Snacks \$110.62	Postage to business \$132.38, Examiner Publication Ad \$40.00, Party City \$51.96, Tony's Finer Foods \$79.02, Sam's Club \$164.79	Postage to business \$72.28, Sam's Club \$194.35, Party City \$54.71, Walmart \$20.09, Dollar Tree \$3.00, Warehouse Direct \$80.36
Committee Suggestions	<ul style="list-style-type: none"> Do welcome earlier -- maybe 5:30 and the raffles no later than 6:00 Keep the welcome and comments short -- no more than 5 - 10 minutes Encourage attendees to visit the information booths to learn more Hand out the bags with only the bullet points sheets to people as they arrive and have each service agency give their logo items to encourage attendees to visit each information station Provide service agencies with enough space to promote their services and be comfortable. Stick to brief statement format for the bullet list. Along with their displays, encourage Service Agency to venture out into the crowd. Have Committee Members arrive 1.5 hours before event each with an assigned task so that everything is ready for our guests to arrive. <p>Not enough signage out front or inside of the building to make it clear that there was a function going on. Maybe next time we can ask the park district to add it to their big letter</p>	<ul style="list-style-type: none"> Appoint an Ambassador to introduce people and to direct them to the sign in table as the enter the building (2 entrances) Presentation could not be heard by all. Therefore many missed what was being said. Attendees, when first entering space had no idea where to start or that there was a sign in table. Attendees tended to go right instead of left. May help to move sign in desk. Because of two entrances and the sign in only at one of them, attendees who attended may not have signed in. Venue layout not adequate. Number of people asking where the sign-in table was or where to find the coat rack. The gym or an open room setting would have been better instead of wondering what was around the corner. Don't recall meeting any realtors. Seemed more like a business to business event. We should have visited each table to let them know we were going to make a brief presentation. Presentation missed by many. Push harder to get more realtors involved. Arrange for Public Works to pick up all materials, supplies, foods, etc. first thing in the morning the day after event. Approach Lynfred Winery well in advance of event to 	<ul style="list-style-type: none"> Hire professional sales /social media to make phone calls. Assign calls to businesses. More networking. More social face to face to promote event. (Multi-chamber event). Need a contact for realtors -- Nat'l Association of Realtors. Member to attend Realtor events to build or establish a relationship. Incentive to Realtors to attend. Advertising on Village Website. Better business listing. More Village staff

	sign out front	<p>ensure there are wine samplings.</p> <ul style="list-style-type: none"> • Send Tony's Finer Foods and Sam's Club a written request for donations two months before the event for approval from their Corporate Headquarters. • Hold the event on a Saturday to run more than two hours. Bring in the general public and encourage more business participation. • Invest in signage to direct attendee traffic. • Use Village mobile signage. • Invite Commercial Realtors • Invite Industrial Businesses • Focus more on showcasing just Hanover Park Businesses • Didn't notice many realtors. Perhaps it is time to give up the "realtor" focus. • Invite Developers & Commercial 	
Positive Feedback	None requested	<ul style="list-style-type: none"> • More display space • Attendees seemed to enjoy the event • Contacts • Overall the event was good • Made some new connections • Successful and set up was great. • Every year gets better. 	Positive comments received by attendee on Highlighter
			Things to consider in 2015

Hanover Park
 Relator & Business Reception
 Wednesday, November 5, 2014 5:00 – 7:00 p.m.
 Hosted by: Village of Hanover Park CONECT Committee

CONECT Member	Tasks
Kathleen/SubCommittee	<ul style="list-style-type: none"> • Room Layout • Update Invitation/Flyer • email Invitations/US Postal Invite • Publicize: e News; website; press release; access channel; lobby kiosk; electronic sign • Man sign in Table • Provide nametags • Committee Name tags\Exhibitor Name Placards • Purchase beverages, napkins, places, utensils, Inc • Bring Welcome Bags • Coordinate Village Department Services • Generate List of Exhibitors. • Purchase decorations/table runners/raffle tickets • Foods/drink/ice/cooler • Script for calling Businesses • List of Businesses to call • Create Passport brochure
Kevin	Provide Music – slow jazz
Mario/Gail/Jeff/Kathleen/Katie/Shubhra	Decorate Room Park District – Plan on arriving, after 1 p.m. to get the room set up/decorated
Mario	Photographer lead and man sign in table #2
Shubhra/Gail	Welcome presentation
Ann	Contact Liquor distributor to find lead time and cost
Jeff	Tables/server
Katie	Special Event Application/Health Inspector
All CONECT	Call businesses by October 24th
Andrea	Contact Chamber Members
Angela	Wine/Beer/ Pulled Pork Sandwiches/Call remainder of Businesses not called by others/Host next Subcommittee meeting Bungalow Joe's Monday, October 27 th – Noon.

** Presenters can come any time after 3:00 pm to set up and if possible no later than 4:00 pm.

Realtor and Business Reception CONECT Subcommittee Meetings Summary

Tuesday, October 8, 2014, 1:00 pm, Hanover Park Park District

Attendees:

Jeff Acks, Mario Farfan, Gail Tobin, Ann Cooper-Robinson, Kathleen Arnold and Shubhra Govind

Purpose:

The purpose of the meeting was to discuss the upcoming Realtor and Business Reception scheduled for November 05, 2014, and assigns tasks and determines if any changes from last year need to be implemented or tweaked.

Recommendation:

The subcommittee recommends that the scope should remain the same, but would like to revisit the Chambers role in this event. (Is this a CONECT and Chamber Event or just CONECT event)? If just CONECT they recommend taking the Chamber logo off of the invites. What part does the Chamber play? Can they be part of the subcommittee if not also a CONECT member? The subcommittee also feels this event should include businesses outside of Hanover Park if a Chamber member. Gail suggested if space is available let them come but Hanover Park businesses get first dibs. Having this event on another day was suggested but the Park District likes to hold on Wednesday as it is the busiest day and looks good for them during events.

Fee: No change in fee it will remain \$25.00 for a table space (1/2 table per group business or service agency) the table would be free for CONECT and Chamber members.

Logistics:

- Location: Park Dist. Building – mezzanine level.
- Businesses would be offered half of a table (provided by the Park District)
 - Jeff will inventory the tables and email Kathleen.
 - Table covers see if any materials left from last year or purchase new.(table rolls) Park District has table covers for the Liquor/bar area. Round tables who provided table cloths?
- Invitation flyer approved with minor revisions when printing. Subcommittee requested flyer be sent to them via email. Kathleen will send to them.
- There will be (2) sign-in tables with fish bowls for business cards and sign-in logs, one at each end. Kathleen will be at the Church entrance and Mario will be at the Walnut entrance. Greeters will welcome attendees, sign in and advise them regarding the time and location of the presentation 5:30 pm, by tennis viewing. Individual agencies/businesses can make their pitch/presentation for guests that visit their table. (same as last year)
- Mario suggested a "Passport" system where attendees are provided a book to collect a stamp from each table and if they collected all stamps entered into a raffle for a prize. Think about and bring ideas to next subcommittee meeting.
- No door prizes/raffle. However, table raffles would be allowed. (same as last year) Shubhra will call Andrea Fox and see if she has any ideas and ask if the Mayor would be open to a "Lunch with Mayor" prize.

- CONECT giveaways use the credit card holder/cell phone logo items from last year.
- Will provide bags, and people can use them to collect/stuff as they walk around.
- Subcommittee decided that a date should be set to make a final decision regarding offering free samples or sell beer and/or wine. They determined that if by **Monday, November 3, 2014** we did not have a sponsor/or donation on board they would purchase wine/beer for selling. Ann will check with the distributor to determine lead time and minimum amounts for the Park District to purchase liquor. Options: If donated liquor tickets will be issued with one free drink per person with second drink a purchase. No donations all liquor will be for sale only.
- Set up time for subcommittee members will be 1:00 pm or shortly after. Businesses/Service Agency should arrive 4:00 pm or earlier if possible.
- We need an "Event" photographer. Mario knows someone and will ask them and contact Shubhra with cost and contact information.
- Food should be light/finger foods such as appetizers, snack mix, chips, fruit and cheese. We will purchase to fill in any gaps in donations received.

Next Steps:

- Subcommittee to recommend to CONECT committee to endorse the change in plans (re: liquor).
- Jeff requested an updated listing of business to call – Kathleen will send to him or give at next CONECT meeting. (10/14/2014) This list minus the businesses already participating will be given to the subcommittee so that each can make at least 5 calls to businesses. Asking if businesses would like to attend or have a table space.
- We also need more realtors to attend so work on getting a better contact list/database. Kathleen will check the EWC mailing list and compare against last year's list. Does Adam Cortes have a better contact list? Mario will check with their mortgage person.
- Subcommittee members where all asked to find donations and report back on next meeting (10/14/2014 after CONECT meeting)
- Kathleen: Invitee list, Call businesses who participated last year, Decorations, Coffee (suggested removing as no one drank last year), soft drinks, ice, cooler, table cloths, Welcome Bags (should have enough left from last year), coordinate responses, Update Task List.
- Kevin: Music
- Kathleen: Map/layout of tables and participants
- More signage (larger) and string lights at each outside entrance. Who can provide Park District or VHPW?
- Review budget amount for this event. Kathleen: \$750.00.

Tuesday, October 14, 2014, 1:00 pm, Hanover Park Park District

Attendees:

Angela Ligocki, Jeff Acks, Gail Tobin, Kathleen Arnold, Katie Bowman and Shubhra Govind

Tasks discussed and outcome:

- Re: Liquor Angela offered to donate wine/beer. Suggested small single serve bottles work best. Selection: 3 Wine varieties/ 2 for beer (craft, orchard, red apple). Since Liquor is donated provide guests with 2 tickets each. Need to get raffle tickets.

- A list of businesses with a script was emailed to all CONECT members to make calls by Friday, October 24th. Any leftover calls Angela has offered to call them.
- The Chamber will not be involved in event.
- Idea of having a Passport system was well received by all. Suggested it should be one piece double sided/folded with event details. Vendor's can initial a square to verify attendee visited their table. What should be the prize? "Lunch with the Mayor".
- Still need table count from Park District – Jeff.
- Park District has table covers for cocktail tables.
- Village needs to provide table covers for rectangle tables and find more easels (PW).

Next SubCommittee meeting will be held at Bungalow Joe's , Monday, October 27th, at noon. Serving BLT and BBQ Pizza. It is not too late to join the subcommittee. Please RSVP so enough food can be ordered.

2015 Realtor & Business Reception Timeline of Tasks

Date	Task
9/17	Mailing to Hanover Park businesses to attend/showcase
TBD	CONNECT Sub Committee meetings
9/30	Email to Business and Service Agencies & Realtors
10/1	Posted Flyers at Village, Counters, Bulletin Boards and Kiosk
10/6	Added Invite to website
10/20	Received Approval of DRAFT Press Release
10/21	Completed Press Release
11/1	Created work requests for Public Works assistance on 11/18 and 11/19
	Two Weeks Before
11/4	Finalized Event Sign in Sheets
11/4	Krauser posted TV Slide, eNews and electronic message board.
11/4	Request from PW larger sign for traffic Walnut/Barrington
11/4	Emailed "Call to Business" list to Subcommittee members to make calls
Ongoing	Receiving RSVP's for table space
	Week of Event
	Created Directional Signage Guests attending event at Park District
	Created Table Signage for Vendors
	Purchase supplies and food
	Complete marketing hand outs and posters
	Finalize table assignments
	Pack up event materials and label
	Assign set up tasks for volunteers

*You are Invited to Attend
a
Realtor & Business Reception*

*Hosted by Hanover Park Business
CONNECT Committee*

*Wednesday, November 18th
5:00 p.m. - 7:00 p.m.*

*Hanover Park Park District
1919 Walnut Avenue, Mezzanine Level
Hanover Park, IL 60133*

*Enjoy light refreshments.
Network with other businesses, realtors,
service agencies, public officials and
Village Staff.*

(Event is FREE to attend)



Learn why Hanover Park
is
"Where you Want to Be!"

Hosted by:
Hanover Park Business
CONNECT Committee



Want to Showcase your Business??

*Contact Kathleen Arnold to register for an exhibitor space.
630.823.5778 or karnold@hpil.org*

Reserve your table space for only \$25.00.



Would you like to network with other businesses, realtors, service agencies, public officials, Village staff and others attending this popular event?

Here is the perfect opportunity for you to participate in an exciting event and market your business, enjoy refreshments and make new customers.



Learn about:

Local Service Agencies & Businesses
Village Center and TOD Plan
Key Available Properties
Land for Sale

Event is FREE to attend.
Call/email to RSVP.

630-823-5780/karnold@hpil.org

Exhibitor/Table Space: Only \$25.00
(No Charge for Service Agencies, CONECT and Chamber members.)

Press Release

2015 Realtor & Business Reception November 18, 2015

The Hanover Park Business CONECT Committee is hosting their Annual Realtor & Business Reception on Wednesday, November 18, 2015 from 5:00 p.m. – 7:00 p.m. at the Hanover Park Park District located at 1919 Walnut Avenue in Hanover Park.

This event features current information from various Service Agencies, showcases Hanover Park businesses, and provides an opportunity to network with one another and learn about services that could help your business grow.

Please join us to network and promote your business with other local realtors and small business owners, obtain information about accessing capital, getting a small business loan, writing a business plan and exploring community business opportunities with Village representatives.

PROPOSED SCRIPT FOR CONECT MEMBERS TO REACH OUT TO OTHER BUSINESSES

Hello, I'm _____ from the _____ (Name of your business or organization). I serve on a committee which is made up of business representatives, it's called CONECT - and we are the voice of the business community for the Village. I'm calling to let you know of a great opportunity to meet and mingle with other businesses, realtors, service agencies, public officials and Village Staff and there is no cost/fee to attend the event.

On November 18th from 5-7pm the CONECT Committee is hosting a Realtor & Business Reception at the Hanover Park Park District at 1919 Walnut Avenue, Upper Mezzanine Level.

If you are interested in more than just attending and networking we do offer an opportunity to promote your business for a small fee of \$25.00 for table space or at no cost if you are a Hanover Park Chamber of Commerce member.

You can have information about your business at the table, and let people know where you are located, the types of services you offer – you can have samples to hand out... For example Bungalow Joe's had a table and gave away samples of their pulled pork sandwiches and Walgreens provided free blood pressure screenings.

Last couple years, about 100 people have attended this event, so it's a great opportunity for you to showcase your business. This is the 3rd year we have had this event and attendance has increases year after year and when surveyed attendees provided positive feedback.

You should've already received information via mail, but if you like I can email you a flyer for more details or if you are interested, I can sign you up for a table space. Check is payable to Village of Hanover Park, 2121 Lake Street...

Hope to see you there I believe this is an opportunity you would not want to miss.

If you have any further questions you can also contact Kathleen Arnold at 630-823-5780, she is our staff liaison at The Village of Hanover Park in Community Development.

CONNECT – Realtor and Business Reception

November 5, 2014

Gail Tobin:

WELCOME

Event hosted by CONNECT (Committee On Networking, Educating and Community Teamwork)

Acknowledge CONNECT members in attendance (they volunteer their time to bring business issues forward...)

What does CONNECT do – where/when do we meet...

You are welcome to join...

Passport – go to every table, and collect signatures... raffle prize

Introduce Shubhra

Shubhra:

Acknowledge mayor and other elected officials

Purpose of this event – promote our community

Showcase Hanover Park – service agencies and businesses – list of exhibitors available

Eager to share with you what they offer to the community

Please make sure you've signed in - Our CONNECT members will be happy to answer any questions

Passport reminder -

Please enjoy the Food and wine – much of which has been donated

2015 MAYORS CHOICE BUSINESS AWARD TIMELINE

Tuesday, 9/8/15 – Review Packet Materials with CONECT and request members promote at their business via display flyer and nomination forms.

Wednesday, 9/15/15 – Send mailing to Village-Licensed Businesses

Week of 9/15/15

- Publish Press Release
- Add to TV Channel
- Add to Village Changeable Copy Sign
- Add to eNews
- Showcase in Village Lobby Kiosk
- Display in Metra Kiosk/Coffee Shop with nomination forms

Saturday 11/14/15 – Promote at Coffee with the Board – Shubhra Govind

Wednesday, 11/18/15 – Promote at Realtor & Business Reception

Friday, 11/2/15 – Deadline for receiving Nominations

Tuesday, 11/10/15 – **Hold CONECT Meeting:**

Assign CONECT to conduct Candidate Interviews.

- Distributed Nominee Packets to members conducting the interviews. Interviewees will receive an electronic packet via email.
- Call your Candidate to schedule an interview.
- **New Set up Text phone# incorporate into all media for nominated businesses only.**

Tuesday, 12/1/15– **Email or Fax completed Interview Forms to karnold@hpil.org**

- Today is the deadline for returning completed interview forms.
- You may fax (630-823-5786) or email (karnold@hpil.org) your completed forms.

Monday, 12/8/15 – **CONECT members will complete the following tasks at the meeting:**

- Nomination Forms
- Completed Interview Forms
- Evaluation Forms for Scoring each Candidate

Friday 12/4/15 – **Kathleen Arnold will:**

- Tally completed Evaluation Forms.
- Order Awards.

Tuesday, 1/1/16 – **Hold CONECT Meeting and Announce the Winner.**

Village of Hanover Park

Municipal Building
2121 West Lake Street
Hanover Park, Illinois

630.823.5780
630.823.578 (fax)

Contact Person
Kathleen Arnold

Date
September 16, 2015

Release Date
Immediate



Mayor's Choice Business of the Year Awards

Nominate your favorite Hanover Park business for the 20th Annual Mayor's Choice Business of the Year Awards. This award honors contributions made by Hanover Park businesses benefitting our community.

This year, based on nominations received, recognition will be awarded to a small business employing less than 50 employees, a large business employing 51 plus employees.

Entrants must be located in Hanover Park and will be judged in several categories including, but not limited to: Community Involvement; Excellence in Customer Service; Positive Image and Appearance; and, Longevity in Hanover Park.

Nominations can be submitted through the Village's website at www.hpil.org, emailed to communitydevelopment@hpil.org or mailed to: Village of Hanover Park, Community Development, 2121 Lake Street, Hanover Park, IL 60133

Deadline for submitting your application is Monday, November 2, 2015.

Hanover Park Government Access Channel

20th Annual Mayor's Business Choice Awards

(Two Categories: Sm. Business/ 50 or less 50 employees; Large Business/51 plus employees.

Residents

Nominate your favorite Hanover Park Business

Business Owners

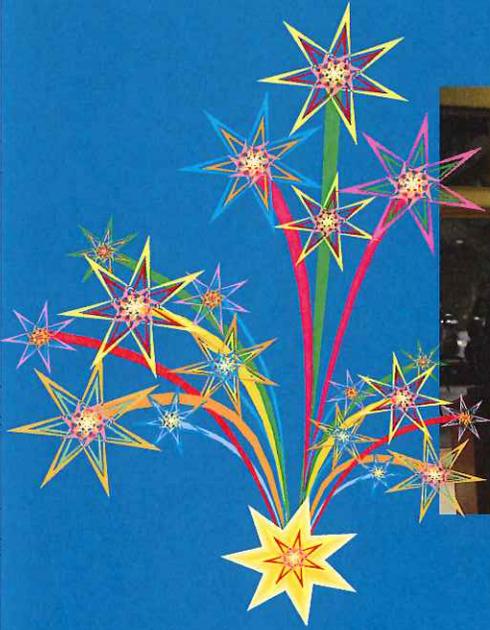
Nominate your Hanover Park Business

Nomination forms available on line at www.hpil.org
or contact Community Development at 630.823.5780



[Nomination Deadline, Monday, November 2, 2015](#)

2014 Award Recipient
Hanover Park Community Bank



Nominate your favorite
Hanover Park Business
for the
20th Annual
Mayor's Choice
Business Award for 2015



Complete a Nomination Form and return to the Village of Hanover Park.
Deadline for receiving Nominations is Monday, November 2nd.
Visit www.hpil.org or call Kathleen Arnold @ 630.823.5778



Nominate your
favorite business
for the
Mayor's Choice
Business Award

Sponsored by
Hanover Park
Business CONNECT
Committee



Village of Hanover Park

2121 Lake Street
Hanover Park, IL 60133

Phone: 630.823.5600
Village Website: www.hpil.org

Village of
Hanover Park

**20th
Annual
Mayor's
Choice
Business
Award**

One Village
One Future

Mayor's Choice Business Awards



Nominate your favorite business for the Mayor's Choice Business of the Year Award. This award honors contributions made by Hanover Park businesses benefitting the community.

All residents and businesses are encouraged to nominate outstanding local businesses. Businesses are encouraged to nominate themselves. Entrants must be located in Hanover Park and will be judged in several categories including, but not limited to:

- ◆ Community Involvement
- ◆ Excellence in Customer Service
- ◆ Positive Image and Appearance
- ◆ Longevity within Hanover Park



Deadline for receiving nominations is Monday, November 2nd, and judging will be conducted by Hanover Park Business CONECT Committee.

- ◆ Winner will have their business license fee paid for one year
- ◆ Winner and Finalists will receive an award at a January 2016 Village Awards Reception to display at their business
- ◆ Winner and Finalists will be featured at an upcoming Hanover Park Chamber of Commerce After Hours Event
- ◆ The Winner and Finalists will be featured in the Hanover Park Hi-Lighter newsletter

20th Annual Mayor's Choice Business Awards - Nomination Form

Nominee Information:

Company: _____
Owner Name: _____
Company Address: _____
Phone Number: _____

What factors contribute to the success of the company you nominated and why?

Nominator Information:

Nominator Name: _____
Address: _____
Phone Number: _____

Complete and mail, email or fax to:

Village of Hanover Park
Attn: Kathleen Arnold, Community Development
2121 Lake Street, Hanover Park, IL 60133
Phone: 630.823.5780
Fax: 630.823.5786 or Email: communitydevelopment@hpil.org

Nominations can also be submitted through the Village's website at www.hpil.org

Village of Hanover Park

Municipal Building
2121 Lake Street
Hanover Park, Illinois
60133-4398

Rodney S. Craig
Village President

Eira L. Corral
Village Clerk

630.823.5600
Fax 630.823.5786

Juliana Maller
Village Manager



20th Annual Mayor's Choice Business Awards

The Hanover Park Business CONECT Committee and I are pleased to announce the 20th *Annual Mayor's Choice Business Awards* competition for 2015. This year we will be awarding two businesses in the category of a business employing over 50 employees (51+), a business employing 50 or less employees (1 – 50).

The purpose of the competition is to honor the contributions made by the Hanover Park business community. The Winners will have their business license fee paid for one year, be honored at a January 2016 Village Awards Reception, be featured in the Hanover Park *HiLighter* newsletter, and be showcased at a Hanover Park Chamber of Commerce Business After Hours event.

A Program Brochure and Nomination Form are attached. Residents and businesses are encouraged to complete the nomination form on-line, or mail, fax or email back to the Village. Additional nomination forms are available by accessing our website at www.hpil.org. The competition will be structured as follows:

- Entrants must be located in Hanover Park and will be judged on factors for the previous 12 months including, but not limited to: *Community Involvement; Excellence in Customer Service; Positive Image and Appearance; and Longevity within Hanover Park.*
- Nominations may be submitted by anyone, and businesses are encouraged to nominate themselves. **The deadline for accepting nominations is Monday, November 2, 2015.**
- Judging will be conducted by the Village of Hanover Park Business CONECT Committee.

New this year once nominated, businesses will also be eligible to win the People's Choice Award. In December, residents and businesses will be able to text their vote for their favorite nominated business. Stay tuned for more information on the People's Choice voting process after November 2nd.

If you have any questions about the 20th Annual Mayor's Choice Business Awards, please contact Kathleen Arnold, Community Development, at 630.823.5780 or via email at communitydevelopment@hpil.org

Yours truly,

Rodney S. Craig, Village President

/rm

att: Program Brochure and Nomination Form

Business Name: _____ **Contact:** _____ **Date Called:** _____

MAYOR'S CHOICE BUSINESS AWARDS - TELEPHONE INTERVIEW FORM

Hello, I'm _____ from the Hanover Park Business CONECT Committee of the Village of Hanover Park. I'm calling to congratulate you on your nomination for the Village's annual "Mayor's Choice" business award! In order to be considered, I need to ask you a few brief questions so that the Committee has all the information they need for evaluating all businesses nominated and selecting a winner. (This should take no more than 5-10 minutes).

1. What is the total number of persons currently employed at your business?
2. What are your business hours?
3. Can you please provide a short history of your company/business?
4. How long has your business been located in the Village?
5. Can you please provide some background regarding your company's growth while you have been in Hanover Park?__
6. Can you provide a description of your company's business "philosophy", as well as accomplishments, and challenges that you face?
7. Please describe any involvement that your business has had in the community.
8. Please tell me what your company does to provide the best possible customer service it can.

Thank you for your time.

20th Annual Mayor's Choice Business Award – EVALUATION FORM

1. Community Involvement

(This category is established to evaluate the resources allocated by the company [financial, manpower, etc.] to projects benefiting the community).

Community Involvement	Point Value	Score
No evidence of resources provided	0 pts	
Evidence of expected level of authority for a company	10 pts	
Evidence of resources allocated that directly benefit Hanover Park	20 pts	

TOTAL _____

2. Excellence in Customer Service

(This category is established to evaluate the policies and practices that demonstrate a strong commitment to customer service.)

Customer Service	Point Value	Score
No evidence of policies/practices of excellent customer service	0 pts	
Evidence of policies/practices that yield an expected level of customer service for a company	10 pts	
Evidence of policies/practices that yield a strong commitment to customer service	20 pts	

TOTAL _____

3. Positive Image and Appearance

(This category is established to evaluate the level which business provides growth within the Village, a positive image and attractive appearance.)

Positive Image and Appearance	Point Value	Score
Fair	5 pts	
Average	10 pts	
Above Average	15 pts	
Exemplary	20 pts	

TOTAL _____

4. Longevity in Hanover Park

(This category is established to evaluate the number of years the company has been located in Hanover Park.)

Longevity in Hanover Park	Point Value	Score
Less than 1 year	2 pts	
1-5 years	4 pts	
6-10 years	8 pts	
10 + years	10 pts	

TOTAL _____

GRAND TOTAL

CONECT MEMBER: _____



Village of Hanover Park
MAXWELL STREET
APPLICATION

Saturday, September 19, 2015

No rain date is planned for this event.

9:00 a.m. - 4:00 p.m.

WEST END OF NORTH COMMUTER
 PARKING LOT
 LAKE STREET & BARRINGTON ROAD

SPACE RENTAL APPLICATION

(Please Print)

Name: _____ Phone: _____
 Address: _____ City: _____
 Zip: _____ E-mail: _____
 Item(s) to be sold:

The Village reserves the right to restrict and prohibit the type of merchandise that can be sold from the Village's commuter parking lot. There will be **NO** sales of live animals, illegal products, weapons of any kind, sexually-oriented products, or other material that in the sole discretion of the Village is deemed inappropriate for this event. Questions regarding whether certain merchandise can be sold should be directed to the Village Clerk.

Prior to the event, the Village must approve the sale of any food products.

I wish to reserve:

Hanover Park Resident

One Space \$30.00 _____

Two Spaces \$50.00 _____

Non- Resident

One Space \$40.00 _____

Two Spaces \$65.00 _____

Total Amount: _____

VEHICLES TO BE BROUGHT INTO VENDOR AREA FOR LOADING
 AND UNLOADING OF MERCHANDISE ONLY.

NO VEHICLES PERMITTED IN VENDOR STALL AREA DURING
 MAXWELL STREET HOURS.

**FEES ARE NON-REFUNDABLE, NON-TRANSFERABLE – PLEASE
 MAKE CHECK PAYABLE TO:**

VILLAGE OF HANOVER PARK

Attn: Village Clerk
 2121 Lake Street
 Hanover Park, IL 60133



Annual Recycling Event



Saturday, September 26th, 2015
9:00 a.m. - 1:00 p.m. (rain or shine)
Non-residents welcome

Hanover Park Metra Station, 1975 W. Lake Street, Hanover Park

Acceptable Items for Recycling Are:



- Cell phones and ink-jet cartridges
- Eye glasses, hearing aids, and keys
- Books, musical instruments, school & office supplies, crayons, American flags, clothing buttons and yarn
- CFL bulbs and household batteries
- Large lead-acid batteries (automobile, sump pump, SLA, and marine batteries only)
- Bicycles and wheelchairs (in working, usable condition)



- Motor oil and antifreeze
- Holiday lights and extension cords
- Clean, usable child and adult clothing
- Assistive devices: walkers, crutches, canes, and so on



- Fire extinguishers and scrap metal
- Personal documents for shredding (service is free; limited to three boxes total. No businesses. No hard covers, binders, binder clips, or books. Staples and paperclips OK)



- Household office equipment and household electronic items (such as computers and monitors, TVs, VCRs, stereos, microwave ovens, cameras, video game equipment, and so on; see the Village website for a complete list). All electronic items are recycled; none are resold or sent to organizations for re-use.



- Prescription and over-the-counter drugs (black-out all prescription label information): also includes medicated ointments and shampoos, liquids containing medication, prescription and over-the-counter inhalers, and glass thermometers and other instruments that contain mercury



Unacceptable items include: Paint, large appliances (such as refrigerators and ovens), oil filters, water heaters, air conditioners, garbage disposals, propane tanks, compressed air tanks, ammunition, smoke detectors, radioactive materials, explosives, hazardous waste, chemicals, business waste of any kind, regular garbage.



Village of Hanover Park Blood Drive

Wednesday, October 7, 2015

9 a.m. - 3 p.m.

Upstairs Chamber - Village Board Room-214

To schedule your appointment, please call [LifeSource](http://www.lifesource.org) at [877-543-3768](tel:877-543-3768) or www.lifesource.org and use code 763.

Appointments Preferred. Walk-ins Welcome!

CANCER RESTRICTIONS, DIABETES, AND TATTOO LAWS HAVE BEEN UPDATED SO YOU MAY BE NEWLY ELIGIBLE! PLEASE CALL US FOR DETAILS! FREE Cholesterol Screening and FREE Blood Typing!

PREPARE FOR YOUR DONATION • EAT WELL • STAY HYDRATED • BRING ID

Please bring ID with you on the day of your blood donation. Proper ID is required to donate blood. A LifeSource or military ID, driver's license, or employee badge with picture and full name are all approved forms of ID. Birth certificate along with a picture ID that includes the donor's full name will also be accepted.



VETERAN RESOURCE AND JOB FAIR

Serving Cook, DuPage, and Kane counties

Friday, October 30, 2015
9 a.m. to 2 p.m.
Building J
Events Center
Elgin Community College
1700 Spartan Drive, Elgin, IL

**DESIGNED
EXCLUSIVELY FOR
VETERANS AND
THEIR FAMILIES!**

- Over 70 employers.
- Resources and family services.
- Dress to impress.
- Bring plenty of résumés!



Make plans to visit the
two Mobile Vet Centers!

*Does your Illinois driver's
license or state ID show your
VETERAN status? Update your
ID at the Secretary of State
information table.*

US ARMY // US NAVY // US MARINE CORPS // US AIR FORCE // US COAST GUARD

*Presented by ECC's Veterans Support Team,
VFW Post 5151, Illinois Department of
Employment Security (IDES), Veteran Affairs
centers, Illinois workNet® centers, Hanover
Township, and state and county agencies.*

Information subject to change.



Elgin
Community
College

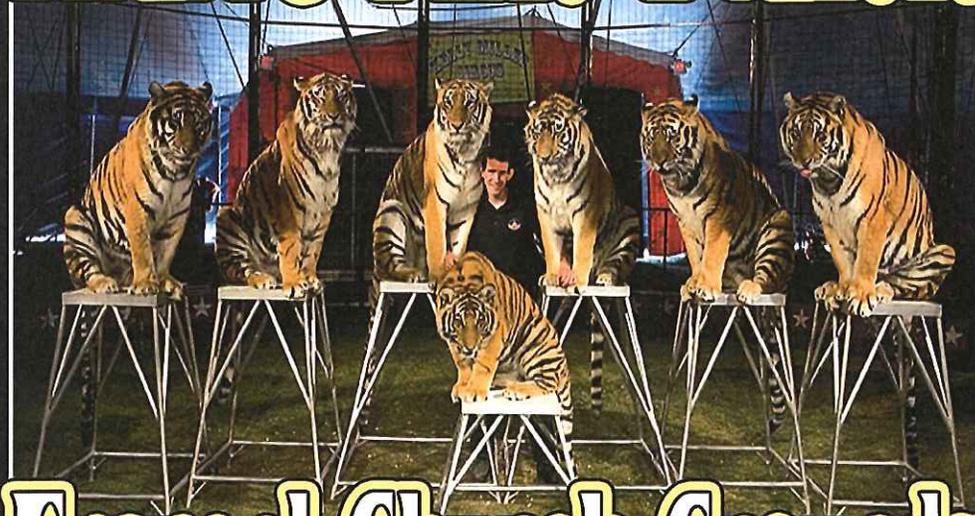
Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • elgin.edu

KELLY MILLER CIRCUS

HANOVER PARK

Fri - Mon
Sept. 18 - 21



Evangel Church Grounds

Show Times

Fri: 4:30 & 7:30

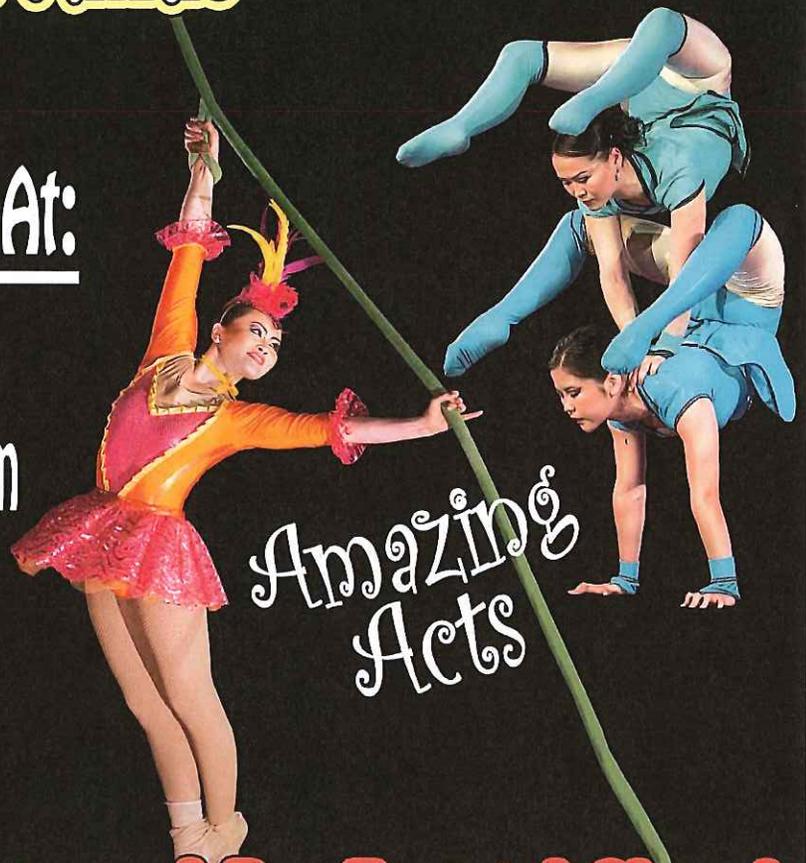
Sat: 2:00 & 5:00 & 8:00

Sun: 2:00 & 8:00

Mon: 4:30 & 7:30

Advance Tickets Available At:

Evangel Church
or at www.kellymillercircus.com



Amazing
Acts

TICKETS

Before Circus Day

Adult \$12

Child \$6

On Circus Day

Adult \$16

Child \$8



Sponsored By: **Evangel Church**

EXTRA!

CIRCUS TRADITION CONTINUES

The Kelly Miller Bros. Circus, founded during the Depression, is marking another milestone this year as it celebrates its seventy seventh anniversary. Founded in 1938 by Obert Miller and his sons, Kelly and Dores, this traditional tented circus has seen the passing of the millennium and still offers the same great family entertainment it presented in its humble beginnings. While the show in 1938 was little more than the Miller family, some ponies, and a couple of monkeys, they still moved about the country, as they do today, in trucks and went through the same routine each day of setting up and giving performances in a new town.

The all new 2015 season will feature tigers, an elephant, zebras, llamas, camels, clowns, and a host of international circus stars from all over the world. Each morning the public gets an altogether different kind of show as the circus lot comes to life. Circus trucks pull onto the lot in the early morning hours, animals are unloaded, stakes are driven and the giant Big Top rises into the air, all followed by a fascinating Tiger Meet & Greet session. Best of all, the public is welcomed to

watch this entire spectacle free of charge. A knowledgeable circus veteran will be on hand to explain the action and answer questions about circus life.

This season the Kelly Miller Bros. Circus will travel nearly 10,000 miles and give performances over 200 cities and towns as it winds across North America from February through October. The all new edition promises a more exciting and extravagant exhibition than ever. Everyone is invited to step back in time as the Kelly Miller Bros. Circus brings the history and tradition of the old fashioned circus to **Hanover Park on Friday, September 18th - Monday, September 21st**, thanks to the Sponsorship of the **Evangel Church**. Performances will be at **4:30 & 7:30 pm on Friday, 2:00, 5:00 & 8:00 pm on Saturday, 2:00 & 8:00 pm on Sunday and at 4:30 & 7:30 pm on Monday at the Evangel Church Grounds** and the tent raising will begin at approximately at 9:00 am on Circus Day. Advance Tickets available at: **Evangel Church or online at www.kellymillercircus.com.**

Tickets bought in Advance are \$ 12.00 for Adults and \$ 6.00 for Children. Tickets purchased on show day at the Circus Box Office will be \$ 16.00 for Adults and \$ 8.00 for Children.

