



Village of Hanover Park Administration

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

hpi.org

Village President
Rodney S. Craig

Village Clerk
Eira Corral Sepúlveda

Trustees
James Kemper
Jon Kunkel
Herb Porter
Bob Prigge
Rick Roberts
Sharmin Shahjahan

Village Manager
Juliana A. Maller

SPECIAL EVENTS COMMITTEE Hanover Park Village Hall, 2121 Lake Street, Room 212

Wednesday, March 6th, 2019
11:30 a.m.

AGENDA

1. **CALL TO ORDER – ROLL CALL-**
2. **ACCEPTANCE OF AGENDA**
3. **PRESENTATIONS/REPORTS- none scheduled**
4. **APPROVAL OF MINUTES-**
 - 4a. December 5, 2018 (MKP,SS,HP,SC)
 - 4b. January 9, 2019 (SS,LR,MKP)
5. **ACTION ITEMS- none scheduled**
6. **TOWNHALL SESSION-**
7. **NEW BUSINESS**
8. **OLD BUSINESS**
 - 8a. **Movie in the Park**
 - Selection of Movies
 - Movie Contract
 - Location
 - Popcorn
 - 8b. **Summer Concert Series**
 - 8c. **Corks & Crafts**
 - MWRD
 - 8d. **Other old business**
9. **ADJOURNMENT**



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SPECIAL EVENTS COMMITTEE

Hanover Park Village Hall, 2121 Lake Street, Room 212

Wednesday, January 9th, 2019

11:30 a.m.

MINUTES

1. **CALL TO ORDER – ROLL CALL-** *The meeting was called to order at 1135am by Trustee Shahjahan. Present for the meeting were Trustee Shahjahan, Laura Reilly and Mary Kay Prusnick. Absent Trustee Porter and Sherry Craig.*
2. **ACCEPTANCE OF AGENDA-** *A motion was made to accept the agenda by Laura Reilly and seconded by Mary Kay Prusnick. All were in favor.*
3. **PRESENTATIONS/REPORTS-** *no presentations were given.*
4. **APPROVAL OF MINUTES-**
 - 4a. **December 5th (MKP,SS,HP,SC)-** *The minutes were not approved because there was no voting quorum for the minutes.*
5. **ACTION ITEMS-** *No action items were voted on.*
6. **TOWNHALL SESSION-** *Trustee Shahjahan invited all members to attend the MLK build up day which will take place on April 27, 2019. A flyer for the event will be forthcoming.*
7. **NEW BUSINESS-**
 - 7a. **Approved 2019 meeting schedule for Special Events Committee**
 - **March 6, May 1, July 10, September 18, November 6-** *A motion was made by Mary Kay Prusnick and seconded by Laura Reilly to set the regularly scheduled meetings for 2019 for the Special Events Committee on March 6, May 1, July 10, September 18, November 6 in Room 212 at 11:30am. All were in favor.*
8. **OLD BUSINESS**
 - 8a. **Movie in the Park**

- **Dates- June 7th, July 12th, August 9th**- *These dates were approved by the Committee for the Movie in the Park dates.*
- **Locations-** *The locations of East Harbor Park, Community Park and Anne Fox School were approved as locations for the events. Specific dates for each location are pending other than July 12th will be held at Community Park for the COPS Day and Movie in the Park event. Police staff will review the Anne Fox School location site and contact the school.*
- **Titles-** *Tricia Rossi presented the 2019 movie title guide to the committee and various movies were discussed. The Police Department has selected "Aquaman" as the movie for COPS Day. Members were asked to send their top 2 choices to Tricia Rossi. Rossi will compile the choices and bring to next meeting for discussion.*
- **Refreshments-** *Police will follow up with the popcorn vendor and book him for the 2 Village Movie in the Park dates. Police will be using the Park District for their popcorn vendor. The Park District will be invited to attend all the events in the same manner as 2018.*

8b. MWRP/Sports Complex Pavilion

- **Corks & Crafts-** *Deputy Village Manager Webb informed the committee on the issues involving holding events at the Hanover Park Sports Complex. The Moods are booked and staff is still looking for an opening act.*
- **Music concerts-** *Staff is reviewing bands for the concert series. Committee members are encouraged to send band recommendations to Deputy Village Manager Webb.*

9. **ADJOURNMENT-** *A motion was made to adjourn the meeting at 12:33pm by Laura Reilly and seconded by Mary Kay Prusnick. All were in favor.*



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SPECIAL EVENTS COMMITTEE

Hanover Park Village Hall, 2121 Lake Street, Room 212

Wednesday, December 5th, 2018

11:30 a.m.

MINUTES

1. **CALL TO ORDER – ROLL CALL-** Trustee Porter called the meeting to order at 11:37am. Present: Trustee Porter, Trustee Shahjahan, Mary Kay Prusnick and Sherry Craig. Absent: Laura Reilly
2. **ACCEPTANCE OF AGENDA-** A motion was made to accept the agenda by Sherry Craig and seconded by Mary Kay Prusnick. All were in favor.
3. **PRESENTATIONS/REPORTS-** No Report
4. **APPROVAL OF MINUTES-** A motion was made by Sherry Craig to accept the minutes of February 7th, April 4th and August 1st and seconded by Trustee Shahjahan. All were in favor. A motion was made by Trustee Shahjahan to approve the minutes of May 2nd and seconded by Mary Kay Prusnick. All were in favor with Sherry Craig abstaining.
 - 4a. **February 7th (HP,SS,MKP,SC)**
 - 4b. **April 4 (SS,SC,LR,MKP)**
 - 4c. **May 2 (HP, SS, MKP)**
 - 4d. **August 1 (HP, SS, LR, SC, MKP)**
5. **ACTION ITEMS-** No Report
6. **TOWNHALL SESSION-** No Report
7. **NEW BUSINESS-**
 - 7a. **2019 Meeting schedule-** Discussion was had on the meeting schedule for 2019 and it was decided to meet every odd month on Wednesdays at 11:30am.
 - 7b. **Pavilion concerts-** Deputy Village Manager Webb briefed the committee on 2019 funding and sponsorships for the concert series at the new Pavilion building.
 - 7c. **2019 Corks & Crafts-** It was decided to keep the event on the same weekend

with the same general format. It was decided to try and maintain the “no cost” to vendors price structure as last year. Staff will attempt to gain sponsorships for the event.

8. OLD BUSINESS

8a. Corks & Crafts Debrief- A debriefing of last year’s event was discussed. Of note was to make sure enough glasses are ordered, the food was good, have the Paint and Sip again, the variety was vendors was good, and the event location, despite the challenges, proved to be a good location and was well received. The Moods were very popular and should be booked again and the services of Kitty Weiner should be utilized to coordinate the bands.

9. ADJOURNMENT- A motion was made by Mary Kay Prusnick to adjourn the meeting and seconded by Sherry Craig. All were in favor.