



Village of Hanover Park Administration

Municipal Building
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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

VILLAGE OF HANOVER PARK CULTURAL INCLUSION AND DIVERSITY COMMITTEE/COMMISSION

REGULAR MEETING

Village Hall – Room 123
2121 Lake Street
Hanover Park, IL 60133

Tuesday, March 19, 2019
6:15 p.m.

MEETING MINUTES

1. CALL TO ORDER – ROLL CALL

Took place at 6:23 p.m.

PRESENT: **Committee Members:** Sharmin Shahjahan, Eira L. Corral Sepúlveda, Victoria Akinde, Ray Alvarez, Grace Khan

ABSENT: **Committee Members:** James Kemper, Debra McDonald

OTHER: Nikki Russ (7:10pm departure), Barry Kurcz (Staff Liaison)

2. ACCEPTANCE OF AGENDA

Eira L. Corral Sepúlveda motioned to accept the agenda:

Voice Vote:

Sharmin Shahjahan accepted

Ray Alvarez seconded the acceptance

All Ayes

Motion carried

3. PRESENTATIONS/ REPORTS:

3-a. None Scheduled.

4. APPROVAL OF MINUTES:

Approval of January 15, 2019 Meeting Minutes.

Eira L. Corral Sepúlveda motioned to approve the minutes:

Voice Vote:
Victoria Akinde accepted
Sharmin Shahjahan seconded the acceptance
All Ayes
Motion Carried

5. ACTION ITEMS

5-a. MLK Build Up Day Preparations

Sharmin Shahjahan lead discussion beginning with event date and time and details which needed to be addressed. Discussion took place on how to promote through Flyer, Facebook, Highlighter, Electronic signs, and Press Release. Members encouraged to personally reach out to all their points of contacts regarding sponsorship and volunteering. Staff Liaison to do e-mail blast to CIDC contact list on 3/20, 4/3, 4/17, & 4/22.

Discussion took place as to what food is to be provided the morning of the event. Decision made to purchase 6 dozen donuts (some plain), coffee, decaf, orange juice, and water. Donuts, coffee, and decaf to be purchased at Country Donuts. Orange juice and 200 bottles of water to be purchased at Sam's Club. Staff Liaison to purchase and deliver all morning items. Confirmed CIDC event budget was \$600 total.

Discussion moved to lunch menu and what should be provided. Grilling was ruled out due to the grill not working and difficulty of transporting grill from Police Department. Catering options were discussed and Sharmin Shahjahan will get a quote from Faizaan's Tasty Burger's while Nikki Russ will do the same from Olde Salem Café. Items discussed were BBQ Beef, Chicken, Veggie Wrap and side from Olde Salem and Burgers(Sliders), Stuffed Eggplant and side option from Faizaan's. Caputo's was discussed as an alternate option for a tray of food and side such as Potato Salad. Sharmin and Nikki will talk after getting quotes.

Update provided by Nikki Russ of DuPage Habitat for Humanity that we have 50-60 volunteers plus 3 high schools which generally provide 20 volunteers each. Therefore, we need to plan on up to 120 volunteers. There are 6 projects including 14 sites. One will be the former Park District Building and the rest will be residences which include both townhomes and homes.

Details provided include meeting at 8am at the Clubhouse on Catalina where volunteers will check in and get their assignments based on skill level. The assignments will be all over the neighborhood and range from pulling weeds to landscaping, raking and planting and all the way up utilizing tools etc. Some assignments will be inside and some outside and will take place rain or shine. Habitat will order the T-shirts and new logo needs to be sent over to Jennifer. CIDC to provide lunch, morning coffee and

donuts along with recruiting volunteers and promoting the event. Habitat has the rest including securing the space, tables, chairs, utensils, and volunteer management.

5-b. **Stakeholders Meeting Preparations**

Eira L. Corral Sepúlveda lead discussion by providing an overview of what was done in prior years including thoughts on being a census-based event. Confirmed Stakeholders Meeting is May 14th from 6-8pm. Eira is putting together programming and speakers. Discussion included creating awareness and education about census and potential barriers and concerns, and how to reach hard to count communities. Sharmin Shahjahan mentioned she participated in a brainstorming exercise at NLC and she will look back at her materials.

6. TOWNHALL SESSION:

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.

No members of the public attended.

7. OLD BUSINESS (NON-ACTION ITEMS):

7-a. None Scheduled

8. NEW BUSINESS (NON-ACTION ITEMS):

8-a. None Scheduled

9. ADJOURNMENT

The meeting adjourned at 7:34 pm, a motion was made by Eira L. Corral Sepúlveda, accepted by Sharmin Shahjahan and seconded by Victoria Akinde.

Voice Vote:

All Ayes.

Motion Carried