



Village of Hanover Park Administration

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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 – Community Room
2011 Lake Street - Hanover Park, IL 60133

Tuesday, May 14, 2019

7:00 p.m.

MINUTES

1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 7:14 p.m. by Sister Cities Committee Member Herb Porter who volunteered to chair this meeting.

PRESENT:	Committee Members:	Trustee Herb Porter, Pamela Fowler, Mary Harrison (alternate), Adelaide Grant-Acquah, Frank Grant-Acquah
ABSENT:	Committee Members:	Arnulfo Flores, Gustavo Pineda, Maria Pineda
ALSO PRESENT:		Staff Liaison Katherine Perez

2. ACCEPTANCE OF AGENDA:

Motion by Pamela to accept agenda. Second by Mary. Voice Vote: All ayes. Motion carried.

3. PRESENTATIONS/REPORTS:

None.

4. APPROVAL OF MINUTES:

Motion by Mary to approve the minutes of the Committee of the Whole meetings on April 9, 2019. Second by Frank. Voice vote: all ayes. No discussion. Motion carried.

Motion by Trustee Herb Porter to approve the minutes of the Valparaiso Sub Committee meetings on December 11, 2018 and March 12, 2019 (no quorum). Second by Pamela. Voice vote: all ayes. No discussion. Motion carried.

Motion by Mary to approve the minutes of the Cape Coast Sub Committee meetings on November 27, 2018 and February 12, 2019 (no quorum). Second by Pamela. Voice vote: all ayes. No discussion. Motion carried.

5. ACTION ITEMS:

5-a. Sister Cities Committee Chair announcement – Congratulations to Pamela on her

appointment to the position of Chair of the Hanover Park Sister Cities Committee effective immediately. Pamela said this is an honor and an opportunity, and she is pleased to take on the challenge. Pamela looks forward to the committee doing new and wonderful things, and she stressed the importance of cohesion and staying in touch.

- 5-b. Sister Cities Committee monthly meeting schedule – There was discussion about the current schedule of meeting on the 2nd Tuesday of the month and whether or not consideration should be given to possibly changing the meeting date to a Wednesday. Mary, Adelaide and Frank stated that they aren't available on Wednesdays. Pamela commented that Tuesdays work well for her.

Also, the Sister Cities Committee of the Whole will revert back to the schedule of meeting every month, and there will no longer be separate quarterly sub committee meetings. However, small working or planning group sessions may be held, as needed, whenever coordination is necessary to complete an approved committee project, such as planning for Black History Month, Mexican Independence celebration, anniversary receptions, etc. It was noted that the 2020 budget proposal will need to be finalized at the July meeting.

- 5-c. Mayor Craig request - develop list of action steps to take to revitalize committee – The committee drafted a bullet-point list of action steps that could be taken in an effort to revitalize the committee:

- 1) Host an outing at a movie theatre or other entertainment venue.
- 2) Host a Juneteenth Celebration on Village property, possibly in the area around Public Works, similar to what is done for the annual Village employee picnic.
- 3) Host a “block” party, either on Village property, or in a cul-de-sac.
- 4) Support and attend events and activities hosted by Village committees and commissions. (This has been an ongoing stated annual budget goal for a number of years.)
- 5) Initiate a structured plan for follow-up with attendees of Sister Cities Committee sponsored events and activities.
- 6) Seek out an advocate or sponsor from the community to be involved in inclusive and diversity activities for networking.
- 7) Organize group trips to Cape Coast and Valparaiso to support new and existing service projects and invite the community at large to participate.
- 8) Develop a Sister Cities Facebook page as a tool to increase membership.

- 5-d. Update on developments for penpal program expansion to include Ontarioville School – Trustee Porter commented that there are no new developments and that Arnulfo would need to be present for discussion in reference to scheduling and the transfer of penpal letters back and forth.

- 5-e. Hosting of Valparaiso delegation visits to Hanover Park in 2019 – Pending. More information is required. Arnulfo needs to be present for discussion and to provide guidance on coordinating.

- 5-f. Valparaiso tree planting proposal - Pending. More information is required. Arnulfo needs to be present for discussion and to provide guidance on coordinating.
- 5-g. Federacion's proposal for Hanover Park visit by students from Zacatecas University, July 2019 - Pending. More information is required. Arnulfo needs to be present for discussion and to provide guidance on coordinating.
- 5-h. Verification of receiver/contact persons at Hanover Park Primary School and Jesus Gonzales Ortega School for scholarship distribution in 3rd quarter – Frank confirmed that Mr. Mould will be the contact person in Cape Coast who is designated to receive funds for the scholarships and general needs at Hanover Park Primary School. Frank will send written notice to Katherine after he hears back from Mr. Mould that the details are accurate and up to date. Verification of contact information details will also need to be provided for the school in Valparaiso.
- 5-i. Update on proposal from Hanover Park, South Africa, re possible formation of sister city relationship – Trustee Porter said that he hasn't yet heard back from SCI regarding his inquiry about the status of Hanover Park, South Africa. Given committee commitments and lack of needed resources, pursuing a third Sister City relationship is not currently feasible.
- 5-j. Fundraising – Trustee Porter reiterated that the Sister Cities Committee must be able to demonstrate to the board, its ability to raise funds to support activities. Fundraising options were discussed including the possibility of seeking out a grant writer. Trustee Porter reported that he has looked at organizations / venues that do fundraising activities. Some facilities will allow a group to come in and fundraise. The facility may offer special pricing, or discounts or free use of space.

6. TOWNHALL SESSION:

None.

7. OLD BUSINESS (NON-ACTION ITEMS):

- 7-a. Committee review of Sister Cities-related memorabilia and materials; recommendation on storage – It will take time to pull everything out of its current storage location and get it staged for the committee to review. Time will be set aside for a working group to review these items when Frank can be present to help get everything identified and provide input on significance, origin, etc.
- 7-b. Recap of recent activities – Illinois State Conference (Roselle / May 3-4) – It was a great conference with lots of helpful information presented. Mayor Craig, Trustee Kemper, Trustee Porter, and Committee members Pamela Fowler, Mary Harrison, Adelaide Grant-Acquah, Maria Pineda and Gustavo Pineda attended and represented the Hanover Park Sister Cities Committee. It's estimated that there were approximately 60 attendees at this year's conference. Katherine drafted a proposed Hi-Lighter article; no revisions were suggested. It was noted there weren't any photos to submit with the article. Trustee Porter reported that he had information about the Illinois Sister City of the Year award. He said that he would like to nominate Hanover Park by submitting an

application for the committee's production of the 2019 Black History Month event. Frank's guidance will be appreciated in helping to get the application completed. Trustee Porter will check with Deputy Village Manager Webb to obtain a DVD with video from the event.

8. NEW BUSINESS (NON-ACTION ITEMS):

8-a. Upcoming events

- July 19 – Summer Celebration Community Health and Resource Fair, Hoffman Estates – Pamela read information about this event from a flyer. She had been approached by someone from the sponsoring community health agency who was interested in the Sister Cities Committee, its activities and what resources the Committee may be available to provide to their organization. It was determined that the type of assistance they are seeking is beyond the scope of Sister Cities Committee's purpose. Discussion followed about membership extension and how committee membership is currently restricted to residents or individuals who have a business or work within Hanover Park. Trustee Porter said that he would consult with Village Attorney Bernie Paul regarding verbiage and what would be involved in getting the by-laws / ordinance revised so as to allow for non-residents to join the committee. Trustee Porter requested that this topic be added to agenda for discussion at the next meeting.

9. ADJOURNMENT

Motion by Frank to adjourn at 9:19 p.m. Second by Mary. Voice Vote: All ayes. Motion carried.

Minutes recorded and transcribed by:

Katherine Perez, Interim Staff Liaison

Trustee Herb Porter
Acting Chair for Meeting of May 14, 2019
Hanover Park Sister Cities Committee Member