



# Village of Hanover Park Administration

Municipal Building  
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hpil.org

Village President  
Rodney S. Craig

Village Clerk  
Eira L. Corral Sepúlveda

Trustees  
James Kemper  
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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, September 10, 2019

7:00 p.m.

### MINUTES

#### 1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 7:01 p.m. by Sister Cities Committee Chair Pamela Fowler.

PRESENT: Committee Members: Pamela Fowler, Trustee Herb Porter, Arnulfo Flores, Adelaide Grant-Acquah, Frank Grant-Acquah, Gustavo Pineda, Maria Pineda

ABSENT: Committee Members:

ALSO PRESENT: Staff Liaison Katherine Perez

#### 2. ACCEPTANCE OF AGENDA:

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

#### 3. PRESENTATIONS/REPORTS:

None.

#### 4. APPROVAL OF MINUTES:

Motion by Trustee Porter to approve meeting minutes of the August 13, 2019. Second by Frank. Voice vote: all ayes. No discussion. Motion carried.

#### 5. ACTION ITEMS:

5-a. Penpal program status report – Ontarioville School (Maria) and Laurel Hill School (Trustee Porter) – Chair Pamela advised that Mayor Craig has talked with Ontarioville 1<sup>st</sup> grade teacher, Mrs. Alba, who enthusiastically supports the prospect of a penpal relationship with the school in Valparaiso. Inquiry was made of Maria regarding the progress of her contact with Ontarioville School. Trustee Porter advised that he had visited Laurel Hill School last week, and the 3<sup>rd</sup> graders and 5<sup>th</sup> graders are ready to

participate in a letter exchange with the school in Valparaiso. Once available the letters will be collected and provided to Arnulfo for delivery during future travel to Valparaiso.

5-b.

Status of distribution of funds for Hanover Park Primary School general needs and scholarships for students in Cape Coast and Valparaiso – Due to unforeseen circumstances, it will be necessary for the Finance Department to arrange for a bank-to-bank wire transfer to get the funds to the schools in Cape Coast and Valparaiso instead of using Western Union. This resulted in additional information needing to be provided by the designated recipients from each location. Mr. Ato provided all of the required information which has been forwarded to the Finance Department for processing. A response from Valparaiso is pending.

5-c.

Illinois Sister City of the Year award - feedback from Illinois Sister Cities Association – Notification was received that Hanover Park wasn't selected as this year's recipient of the Illinois Sister City of the Year award. The honor will go to Highland Park, and the award will be presented during a luncheon at the Illinois Municipal League conference. Frank commented that Highland Park is a repeat recipient and that Hanover Park had been in the running for this year, but the application was narrow in scope and didn't include a broad enough range of activities (project, exchanges, etc.). Hanover Park is encouraged to submit an application again next year, and it can include the 2019 Black History Month event since activity going back the previous 24-month period can be showcased. Of course the committee is disappointed about not receiving the award; however, with the feedback and suggestions provided, it will be possible to move forward with lessons learned and to submit an application that aligns with the criteria that must be met to qualify as a Sister City of the Year. Chair Pamela asked if any members would consider contributing to the completion of next year's application, and Trustee Porter kindly offered to assist and help put it together.

5-d.

Finalized plans for participation at Mexican Independence Parade (9/14) – Chair Pamela and committee members Trustee Porter, Arnulfo and Maria will participate in the parade and help distribute candy along the route. Katherine confirmed that the Police Department Humvee would be in the parade procession, and she noted the Village's parade protocol with regard to the distribution of candy. The Sister Cities "welcome" banner and the flags of the United States, Ghana and Mexico will be displayed on the Police Department's Humvee, and Katherine will make sure these items are delivered to Officer Pini in advance for affixing to the Humvee. A few small hand-held Mexican flags will be available for committee members to carry in the parade. The parade will step off from St. Ansgar at 12:00 noon. Sister Cities Committee members should arrive there at 11:00 a.m. Due to the limited parking, early arrival is recommended. Trustee Porter advised that in the past, parade participants have loaded up at the Police Department for a ride over to the parade venue and he requested that Katherine find out what time the Humvee would be departing the Police Department on Saturday morning and to let committee members. Trustee Porter advised that he would speak with Director T.J. Moore regarding the arrangements for the possible use of a Public Works truck at the parade, and he noted that elected officials participating in the parade will get first preference for riding in Village vehicles. Later in the meeting, Chair Pamela asked if the members participating in the parade would all want to wear the same color t-shirt, and red was suggested.

- 5-e. Travel planning for 2021 Cape Coast visit and fundraising plans – Chair Pamela advised that not much has been done since the August meeting but that a study/working group will be established to do the research and planning. When Trustee Porter travels to Cape Coast with his wife and daughter in December 2019, he will check on the Sister Cities Committee projects and hopes to meet with local dignitaries. Katherine was requested to obtain a Village flag that Trustee Porter can present when he visits the Hanover Park Primary school. There was discussion about gathering additional give-away items that could be taken to Cape Coast. Trustee Porter suggested the possibility of handing out challenge coins. Katherine advised that the Police Department dispenses a challenge coin to individuals who are recipients of Police Department Commendation or Lifesaving Award, and that a limited-edition coin was also distributed seven years ago in recognition of the opening of the new Police building. She will check into what may be available from the Police Department. Trustee Porter said he would report back to the committee after he checks with Sue Krauser on the availability of the Mayor’s medallion. The goal is to be able to present some type of memento from the Village, similar to what the Mayor or Village Administration would hand out when a dignitary visits the Village. Something that is small and easily carried would be the most practical. Trustee Porter suggested that a nicely framed group photo of the committee and Village officials would be a meaningful gift to present to the school. Frank commented that the top items to hand out are coffee mugs, pens/pencils, caps and t-shirts.
- 5-g. Black History Month event planning (2/29/19) – venue, theme and program – There was discussion regarding the chronology of hosting the Village’s Black History Month event. Adelaide noted that it was previously hosted by the Cultural Inclusion and Diversity Committee and that after they skipped doing it, the Sister Cities Committee stepped up to host. Trustee Porter commented that the Sister Cities Committee has the most African Americans and it makes sense that the Sister Cities Committee would put it on. He added that there could be discussion regarding the expense of the Black History Month event coming out of the Special Events Committee’s budget. Chair Pamela asked for theme ideas for the 2020 BHM event. Discussion followed and suggestions included: “The Hate You Give,” BLM; a virtual museum dedicated to remembering slavery; “Welcome 2019” (400 year commemoration); and the Year of the Return History of Africa.

Trustee Porter motioned for the theme of the 2020 Black History Month event to be the historical presentation of the pre-slavery experience. Second by Frank. Voice vote: all ayes. Discussion followed. Motion carried.

The theme will center around “who we were prior to slavery.” The event program will feature presentations detailing African history starting at 1619 and moving backwards in time to reveal the society that existed before the diaspora. Trustee Porter suggested that it would be great to locate and display historical artifacts from Ghana to help illustrate the rich system that existed before the slave trade. A program with video snippets, a display of Ghanaian artifacts, and presentations of featured topics would provide educational enlightenment and entertainment. Katherine noted that as soon as the theme title is clarified, artwork will be needed to proceed in developing the design that would be used for the promotion of the BHM event and the program booklet.

**6. TOWNHALL SESSION:**

None.

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

7-a. Recap of recent activities

Nothing reported.

7-b. Budget activity update; status of FY2020 Budget Request Submittal – Katherine reported that preliminary cuts have been made to the 2020 Village budgets. The Sister Cities budget request has been impacted with line item reductions as follows:

- \$1,200 – International conference registration (2 x \$600)
- \$1,000 – Travel and accommodations for one person at the international conference

Katherine advised that budget workshops will be taking place over the next couple months prior to adoption of the final approved budget in December.

**8. NEW BUSINESS (NON-ACTION ITEMS):**

8-a.. Upcoming events

- St. Ansgar’s Mexican Independence celebration is on Saturday, September 14.
- The 10<sup>th</sup> anniversary of the Hanover Park-Valparaiso Sister City relationship will be observed in 2020. It was noted that the Federacion will be celebrating its 25<sup>th</sup> anniversary in 2020, so there may be opportunity to collaborate and do something local. Arnulfo noted that a traveling band will be in the area during the third week of July for the annual Zacatecas festival. The Sister Cities Committee will need to begin planning an activity to commemorate the 10<sup>th</sup> anniversary.
- Hoffman Estates will be hosting its annual Soiree Culinaire on Thursday, October 24, 6:00-9:00 p.m., at the Bridges of Poplar Creek; invitation flyer distributed. Registration required. \$47 per person.

**9. ADJOURNMENT**

Motion by Adelaide to adjourn at 8:48 p.m. Second by Trustee Porter. Voice Vote: All ayes. Motion carried.

Minutes recorded and transcribed by:

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Katherine Perez, Interim Staff Liaison

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Pamela Fowler  
Chair, Hanover Park Sister Cities Committee