



Village of Hanover Park Administration

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Herb Porter
Bob Prigge

Village Manager
Juliana A. Maller

VILLAGE OF HANOVER PARK

SISTER CITIES COMMITTEE MEETING

2121 Lake Street, Hanover Park, Illinois 60133

Thursday, October 28, 2021

7:00 p.m.

MINUTES

1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 7:06 p.m. by Sister Cities Committee Chair Pamela Fowler.

PRESENT: Committee Members: Pamela Fowler, Trustee Herb Porter, Jessica Ramirez, Darius Robinson

ABSENT: Committee Members: Arnulfo Flores-Auxiliary, Adelaide Grant-Acquah, Frank Grant-Acquah, Gustavo Pineda-Auxiliary, Maria Pineda

ALSO PRESENT: Staff Liaison Katherine Perez

2. ACCEPTANCE OF AGENDA:

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

3. PRESENTATIONS/REPORTS:

None.

4. APPROVAL OF MINUTES:

Motion by Jessica to approve meeting minutes from June 24, 2021; July 22, 2021 (no quorum); August 26, 2021 (no quorum); September 23, 2021 (no quorum). Second by Trustee Porter. Voice vote: all ayes. No discussion. Motion carried.

5. ACTION ITEMS:

5-a. Penpal program status – to start Fall 2021 at beginning of new school year – Due to a delay, the initial letter exchange will be pushed to November. Jessica advised that she hadn't been able to reach the school principal (Concepcion) in Valparaiso and she asked if there was a back-up person. Jessica noted that members of her family plan to go to Valparaiso later in November, and she will ask them to check at the school if contact isn't made in the interim. Chair Pamela suggested that exchanges occur in December 2021, and February 2022 (Valentine's) and May 2022 (zoom call). Chair Pamela advised that she would call Maria and Arnulfo to request their assistance in making contact with the school. A letter exchange will not be initiated until it's confirmed that they would be reciprocate.

- 5-b. Travel planning for 2023 Cape Coast visit; brainstorm session for possible fundraising projects with members to provide list of ideas - Chair Pamela reiterated that a 501c3 must first be set up before the fundraising begins and that the topic had been discussed at length during the June meeting. Trustee Porter advised that no inroads had yet been made due the bank having been closed and Frank being away. Chair Pamela said that we are moving forward with this without delays. Katherine was asked to reserve the community room at 6:00 p.m. on the evening of the next meeting so that members could arrive early to discuss formation of a new 501c3.

There were a number of good suggestions during the focused discussion on fundraising including: gift basket raffle, cooking competition, charity 5k walk, information tables at Fiesta Market and churches, announcement in church bulletins, ordering tamales through St. Ansgar Church for re-selling, car wash, and solicitation of donations from area businesses.

- 5-c. Cape Coast Improvements – Progress report on sign and status of 2020 scholarship funds – Via an email from Frank in Cape Coast, he advised that he has serious doubts about the school reopening due to the cost. With regard to the balance leftover from the signage project, Frank advised that it's available for future projects.
- 5-d. Cape Coast scholarships and school general needs (FY2021) – distribution pending confirmation that the school is open with classes being conducted - There will be no distribution of funds from the 2021 budget for a donation to the Hanover Park Primary School in Cape Coast (for scholarships-\$1,000 and general needs-\$500) because the school is still closed with no expectation of it being re-opened. Trustee Porter motioned that the \$1,500 earmarked in the 2021 budget for the school in Cape Coast be redirected to the school in Valparaiso, pending confirmation that the school in Valparaiso is operational and conducting classes. Second by Pamela. Voice vote. All ayes. Motion carried.
- 5-e. Valparaiso scholarships (FY2021) – funds distribution pending verification of the designated recipient's contact information and confirmation that the school is open with classes being conducted – Contact with the school hasn't been established despite Jessica's efforts calling and emailing. In 2020 when distributing money for the Valparaiso scholarships, Hanover Park resident and occasional meeting attendee, Alexis Banuelos, had facilitated communications with the school. Jessica requested that Katherine send her Alexis's email address so she could follow up with him for some insight. Jessica also requested that Katherine provide her with the name and last known contact information of the previous school principal who is the sister of the believed-to-be-current school principal, Concepcion Figueroa Beltran. Chair Pamela requests to be kept up to date on the status of the school in Valparaiso, and she said that she would also try calling Maria and Arnulfo to see if they might be able to reach out to the school.
- 5-f. Review of Sister Cities brochure – revisions and translation into Spanish -The brochure was reviewed, and preliminary revisions were suggested including the change in meeting date, updated verbiage pertaining to current projects and the replacement of outdated photo with photos from a Black History Month event, St. Ansgar parade, and the visit by the students from Zacatecas University. Trustee Porter said that he would be able to provide photos of the play room at the hospital that were taken during his Cape Coast visit. Jessica suggested some formatting changes

and requested an electronic copy of the brochure which Katherine will email to her. Katherine noted that parts of the brochure follow the Village's overall standardized design; and she advised that once the committee updates the brochure, a draft will be submitted to the editorial board for approval. Thereafter, arrangements will be made to have the brochure translated, in-house, into Spanish.

- 5-g. November 2021 and December 2021 meeting dates – Due to the Thanksgiving holiday, the November meeting date will be moved to Monday, November 22. The meeting scheduled for December 23 will be cancelled, however, members of the committee plan to get together for an informal holiday gathering on Friday, December 17, at Karaka Seafood & Grill to have dinner (dutch treat). Time to be confirmed.
- 5-h. 2022 meeting dates and event calendar – The committee will continue meeting on the 4th Thursday of the month. The preliminary date for the Juneteenth event is Saturday, June 18, with the revitalized Ontarioville corridor as the proposed venue. Trustee Porter noted that the Board will consider elevating this to an official Village event with more resources.

6. TOWNHALL SESSION

None.

7. OLD BUSINESS (NON-ACTION ITEMS):

- 7-a. Recap of recent activities – Nothing to report.
- 7-b. Budget activity update – Trustee Porter noted that the Board would be reviewing committee budgets at a workshop next week.

8. NEW BUSINESS (NON-ACTION ITEMS):

- 8-a. Upcoming event announcements
 - Village Tree Lighting Ceremony – No details are known at this, but Katherine will forward information as soon as it becomes available.
- 8-b. Agenda topics for upcoming meetings
 - Brochure revisions
 - Juneteenth 2022 preliminary discussion

9. ADJOURNMENT

Motion by Pamela to adjourn at 8:51 p.m. Second by Trustee Porter. Voice Vote: All ayes. Motion carried.

Minutes recorded and transcribed by:

Katherine Perez, Interim Staff Liaison

Pamela Fowler, Chair
Hanover Park Sister Cities Committee