



Village of Hanover Park Administration

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

hpil.org

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Yasmeen Bankole
Liza Gutierrez
Syed Hussaini
Jon Kunkel
Herb Porter
Bob Prigge

Village Manager
Juliana A. Maller

SPECIAL EVENTS COMMITTEE

**Wednesday, May 1, 2024, in Room 212
11:30 a.m.**

Agenda

- 1. CALL TO ORDER –**
- 2. ACCEPTANCE OF AGENDA-**
- 3. PRESENTATIONS/REPORTS- none scheduled**
- 4. APPROVAL OF MINUTES-**
 - 4a. January 3, 2024**
 - 4b. September 6, 2023**
 - 4c. November 1, 2023**
- 5. ACTION ITEMS- none scheduled**
- 6. TOWNHALL SESSION-**
- 7. NEW BUSINESS-**
 - 7a. Doggie Eggstravaganza Recap**
 - 7b. Movie in the Park- setup/volunteers**
 - 7c. Signature Event**
 - 7d. 2025 budget discussion**
- 8. OLD BUSINESS- none scheduled**
- 9. ADJOURNMENT-**



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SPECIAL EVENTS COMMITTEE

Wednesday, January 3, 2024, in Room 212
11:30 a.m.

MINUTES

1. **CALL TO ORDER** – *The meeting was called to order at 1134. Committee Members in attendance were Sherry Craig, Mary Kay Prusnick and Laura Reilly. Kristy Merrill and Amy Aiello were absent from the meeting. Also attending the meeting were Village Manager Maller, Trustee Herb Porter (Alt. Board Liaison), Trustee Jon Kunkel (Lion's Club), Ofc. Pini, Ofc. Alonzo and Tricia Rossi.*
2. **ACCEPTANCE OF AGENDA**- *A motion to accept the agenda was made by Laura Reilly and seconded by Mary Kay Prusnick. All were in favor.*
3. **PRESENTATIONS/REPORTS**- *None scheduled.*
4. **APPROVAL OF MINUTES**- *None for approval.*
5. **ACTION ITEMS**- *None scheduled.*
6. **TOWNHALL SESSION**- *No one attended.*
7. **NEW BUSINESS**-
 - 7a. **2024 Budget**- *DVM Webb gave an overview of the budget for the Special Events Committee which was approved by the Village Board.*
 - 7b. **MITP**- *Discussion has held and the following movie lineup was recommended: June 21 at East Harbor Park- Wonka; July 19 at Community Park- Paw Patrol; August 2 at Community Park- Kung Fu Panda. Back up movie selections will be Ninja Turtles, Garfield, and Trolls. The committee also recommended having the June 21 movie benefit the Hanover Township Food Pantry by having attendees bring canned food items.*

7c. Doggie Eggstravaganza- *DVM Webb gave an overview of the preparations for the event. The event will be held in the same fashion as previous years.*

7d. Signature Event- *DVM Webb explained the concept behind revamping Corks & Crafts into a new signature event. The new format of the event was presented, and ideas discussed by the committee.*

8. **OLD BUSINESS- Tree Lighting Recap-** *A brief discussion was held regarding the event but will be placed on the next agenda due to Village Clerk Merrill be absent from the meeting.*
9. **ADJOURNMENT-** *A motion to adjourn was made by Laura Reilly and seconded by Mary Kay Prusnick. All were in favor. Meeting adjourned.*



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SPECIAL EVENTS COMMITTEE

Wednesday, November 1, 2023, in Room 212
11:30 a.m.

MINUTES

1. **CALL TO ORDER** – *The meeting was called to order at 1138.*
2. **ACCEPTANCE OF AGENDA**- *The motion to accept the agenda was made by Mary Kay Prusnick and seconded by Kristy Merrill. All in favor.*
3. **PRESENTATIONS/REPORTS**- *none scheduled*
4. **APPROVAL OF MINUTES**-
4a. **September 6, 2023**- *These minutes were moved to the January meeting for approval.*
5. **ACTION ITEMS**- *none scheduled*
6. **TOWNHALL SESSION**- *None scheduled and not one spoke.*
7. **NEW BUSINESS**-
7a. **Tree Lighting Preparations**- *Final preparations and plans were discussed for the event.*
7b. **Other Special Events Discussion**- *The Halloween event winners were discussed.*
8. **OLD BUSINESS**- *Discussion was held regarding having one good band at the beginner of summer. Discussion regarding trash cans and enclosure at MWRD.*
9. **ADJOURNMENT**- *A motion to adjourn was made by Mary Kay Prusnick and second by Kristy Merrill at 12:19pm. All in favor and the meeting was adjourned.*

Minutes by Kristy Merrill and transcribed by David Webb



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SPECIAL EVENTS COMMITTEE

Wednesday, September 6, 2023, in Room 212
11:30 a.m.

MINUTES

1. **CALL TO ORDER** – *The meeting was called to order at 1131am by Village Clerk Kristy Merrill due to the absence of Sherry Craig. All other committee members were present. The staff present was Ofc. Alonzo, Ofc. Pini and Tricia Rossi. Also present were Nicole Cox & Kayleigh Pinones from the Park District and Jon Kunkel from the Lion's Club.*
2. **ACCEPTANCE OF AGENDA**- *A motion to accept the agenda was made by Laura Reilly and seconded by Mary Kay Prusnick. All were in favor.*
3. **PRESENTATIONS/REPORTS-**
 - 3a. **Report/Recap for Corks & Crafts**- *DVM Webb provided a short recap of the meeting detailing attendance, sales, feedback from staff and other related topics.*
 - 3b. **Event Budget status**- *DVM Webb reported that the committee's recommendations for the budget were submitted to the Village Manager and the budget is currently under review and a final budget will be submitted to the Village Board for final approval.*
4. **APPROVAL OF MINUTES**- *A motion was made to accept the May 10, May 24 and July 12 minutes by Laura Reilly and seconded by Mary Kay Prusnick. All were in favor.*
 - 4a. **May 10, 2023**
 - 4b. **May 24, 2023**
 - 4c. **July 12, 2023**
5. **ACTION ITEMS**- *none scheduled*
6. **TOWNHALL SESSION**- *No one attended townhall session.*

7. NEW BUSINESS-

7a. 2024 Event Discussion- *The Halloween and Christmas house decorating events were briefly discussed and the committee recommended not purchasing the signs for the events. Village Clerk Merrill gave an overview of the Tree Lighting Ceremony and commented that Mission Church will again be donating toys and that the Santa waiting line will be redesigned this year for greater efficiency.*

8. OLD BUSINESS- none

9. ADJOURNMENT- *A motion to adjourn was made at 1149am by Mary Kay Prusnick and seconded by Laura Reilly. All were in favor. Meeting adjourned.*