



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
Troy Albuck
Yasmeen Bankole
Jenni Broccolino
Liza Gutierrez
Jon Kunkel
Herb Porter

Village Manager
Juliana A. Maller

**VILLAGE OF HANOVER PARK
SISTER CITIES COMMITTEE MEETING
Hanover Park Police Headquarters
2011 Lake Street, Hanover Park, Illinois 60133
Thursday, August 28, 2025
7:00 p.m.
MINUTES**

1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 07:00 p.m. by Sister Cities Committee Chair Darius Robinson.

PRESENT: Committee Darius Robinson, Frank Grant-Acquah, Trustee Herb Porter,
Members: James Kemper, Teresa Smith-Waits, Michael Waits, and
Gurmeet Singh.

ABSENT: Committee Adelaide Grant-Acquah (Auxiliary).
Members:

ALSO PRESENT: Deputy Chief Victor DiVito, and Staff Liaison Officer
Shahad Alkafil.

2. ACCEPTANCE OF AGENDA:

Motion by Gurmeet to accept the agenda. Second by Herb. Voice Vote: All ayes. Motion carried.

3. PRESENTATIONS/REPORTS:

None.

4. APPROVAL OF MINUTES:

The meeting minutes of July 24, 2025, were approved with a motion by Frank and a second by James.

5. ACTION ITEMS:

- 5-a. BHM Planning (Flyer Status)- Darius advised that the flyer will be sent out by tomorrow (08/29/2025). Herb asked if it could be included in the E-News by November. Deputy Chief DiVito stated that if verbiage is ready, it can be sent to the Village for the weekly release. Herb also suggested starting the announcements on the water bill.
- 5-b. Continued discussion re Sister Cities Committee business (communications, coordinated efficiencies, assignment follow-through, recruitment)- Darius said he has been talking to people from Zacatecas about recruitment, but so far, no one seems interested in joining. Herb added that he also met some individuals from Zacatecas during Cops Day, but they were not interested in joining the committee either. James suggested getting a booth or table at upcoming CIDC events. Herb asked if Darius had received any updates about CIDC meetings, but Darius said he hasn't and will reach out to find out. The next CIDC meeting, which will include parade planning, is scheduled for September 13th. Darius said that participating in CIDC events would be a good way to encourage Spanish-speaking residents to join, and also suggested checking if CIDC needs any assistance. James said he would let Herb know the deadline to join the parade and would ensure the committee has a booth. Herb suggested using a Public Works truck with SCC banners to advertise during the parade and said he could contact PW Director TJ Moore to see if a truck is available, noting that while it is a last-minute request, he will see what can be arranged.
- 5-c. Hoffman Estates SCC French Evening Registration- Status- Many SCC members advised that they are interested in attending, including Darius, Gurmeet, James, Michael, and Teresa. Herb said he will check his schedule and confirm if he can attend.
- 5-d. FY25 Budgetary Amendments- Darius advised that a few amendments may be needed. Deputy Chief DiVito explained that these would involve additional promotional items, such as banners and tabletop items. No formal request or fund transfer has been made yet, and Deputy Chief DiVito noted that he would need to know in order to request unused budget funds. The discussion included chip clips, pens, banner flags, and

tabletop items to hand out to children. Darius asked how much money would be needed to be transferred to cover the cost of these items. Herb said he would reach out to Village employee Kristy Merrill to get an estimated cost, so the committee knows how much to allocate in order to make the amendments. Darius asked how soon this information is needed, and Deputy Chief DiVito replied that as long as the amendment or price is known by the next committee meeting, there will be enough time before the end of the year. Frank asked about available funds, and Deputy Chief DiVito advised that under the special fund for BHM and Juneteenth, minus scholarships, there is roughly \$2,200 left for this year. Frank added that ordering more items could reduce the price per item and suggested some items could also be taken on trips to Ghana. Herb noted that the committee should decide how many products are needed based on upcoming events and that the Village Clerk can assist with these estimations.

6. TOWNHALL SESSION:

None.

7. OLD BUSINESS (NON-ACTION ITEMS):

7-a. Recap of recent activities.

7-b. Budget activity update- Deputy Chief DiVito reported that the budget has been submitted, and discussions are ongoing. No updates at this time, but an update may be available by September

8. NEW BUSINESS (NON-ACTION ITEMS):

8-a. Upcoming event announcements- Darius advised that he sent an email about a week ago to committee members from Carol regarding IMAO conferences and the State board meeting on the 20th. Herb asked if the committee had been nominated for anything. Darius explained that they do not, as the goal is to give other SCC members an opportunity for exposure. Darius also noted that he was asked about hosting the State SCC conference but advised that we could not host it without assistance from another agency. Naperville had taken over recently but then backed out.

Herb asked how many people usually attend the State conference. Darius advised that the Dixon location had about 60 attendees. Herb suggested using “My Celebration Party Room” to host the SCC State conference and the nearby Holiday Inn for accommodation. He noted that it could work if there are under 100 attendees and suggested negotiating a good deal with the event room owner, possibly including entertainment on Friday night and using Saturday for the meeting. Herb encouraged Darius not to rule out hosting the event.

Gurmeet asked if a Schaumburg location could be used, mentioning that he has friends who own hotels, such as Fairfield and Marriott, with suitable meeting rooms, and could potentially work out a deal. Darius clarified that committee members are not obligated to attend, but he will participate.

Frank also shared additional information about the school opening in Ghana, noting that the headmistress is interested in forming a relationship with SCC. The school, called Ekona, includes KG (32 boys, 23 girls) and primary school (137 boys, 98 girls).

8-b. Agenda topics for upcoming meetings- FY25 Budgetary Amendments

6. ADJOURNMENT:

Motion by Gurmeet to adjourn at 07:47 p.m. Second by Frank. Voice Vote: All ayes. Motion carried.

Notes taken by Sister Cities Staff Liaison Officer Shahad Alkafil.