



Village of Westchester

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100th Anniversary Committee Meeting Minutes January 16, 2025 Village Hall Board Room

Village President
GREG HRIBAL

Village Clerk
SOPHIA COLLINS

Trustees
GIA MARIE BENLINE
PETER MARZANO
ROBERT MORALES
EVIE SLAVIC
NICK STEKER
VICTORIA VANN

Village Manager
BARRY KRUMSTOK

Assistant Village Manager
JOHN SCHWARZ

Village Attorney
MATTHEW WELCH

Committee Members
BETHANNY ALEXANDER
BILL ERNST
JEANNIE HELGESEN
JULIE JORDAN
MAGDALENE LADAS
ROSANN NICHOLSON
ANDREW ROBACK

1. Call to Order
 - 6:35 p.m. in the Village Hall Board Room
2. Pledge of Allegiance
3. Roll Call
 - **Present:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Jordan, Commissioner Ladas, Chairperson Roback
 - **Absent:** Commissioner Nicholson
4. Public Comments – *Respect for the duties of the Committee and for the democratic process will be adhered to – in this regard, civility and a sense of decorum will be strictly followed. All speakers must address their comments to the Committee. Comments that are personally condescending will not be permitted. Please state your name before commenting. To give as many visitors as possible an opportunity to speak and in the interest of adjourning the meeting at the designated time, all comments under Public Comments are limited to three (3) minutes and each speaker will only be permitted to speak once, unless further time is granted by the Committee.*
 - Westchester resident **Leann Pettis** noted that the location for the Chamber Gala (Mayfair Banquets) holds only 200 people, and stated that an outdoor event could accommodate many more residents so they do not feel excluded.
5. New Business
 - a. **Motion to approve meeting minutes** from the December 16, 2024 meeting
 - **Motion:** Commissioner Ernst
 - **Second:** Commissioner Ladas
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Jordan, Commissioner Ladas, Chairperson Roback
 - **Nays:** None
 - **Motion passes (6–0) by voice vote**

6. Old Business

a. Review poster design submissions, select a preferred vendor, and discuss revisions (chair: Ernst) [15]

- Administrative Services Coordinator Annie Canavan provided the pricing information for poster design and printing, and by acclim the Committee determined that comments regarding draft designs would be sent to her directly, whereupon the final design would be printed in order to expedite distribution to local businesses. It was also agreed that the poster should contain the URL for the sponsorship website and an associated QR code. The pricing information follows:

Printing firm	Quote details
Perfect Image	No sign printing
Alisun	\$25 design fee, \$0.50 per poster
Ashanti	\$175 design fee, \$2.00 per poster
Minuteman	Design must be provided, \$2.00 per poster

- After reviewing the bids, the **motion to adopt Alisun as the vendor for posters** was made by Commissioner Ernst.
 - **Motion:** Commissioner Ernst
 - **Second:** Commissioner Jordan
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Jordan, Commissioner Ladas, Chairperson Roback
 - **Nays:** None
 - **Motion passes (6–0) by voice vote**

b. Update on commemorative marker (co-chairs: Jordan and Roback) [11]

- Chairperson Roback and Commissioner Jordan presented research on benches and cast/engraved markers as well as preliminary pricing (such as it was available at this stage, given that copy, medium, and location have not been established by the Committee).
- Commissioner Helgesen shared preliminary plans by the Chamber of Commerce to present the Village with a commemorative marker that featured the centennial logo. By acclim, this item was **tabled** until such time as those plans can be reviewed and a further discussion can take place on whether to proceed with a separate commemorative marker.

Meeting Note: At this time, Chairperson Roback reported that going forward, the agenda would contain an item for subcommittee updates, and invited all event

(co-)chairs to provide an update regarding events from the official recommendations approved by the Committee, with the caveat that new endeavors or items requiring a vote must still appear as a line item under New Business on the agenda. The notes from subcommittee updates follow:

- Commissioner Ladas updated all present on the **wine and cheese event at the Prairie House**, including the donors for wine and cheese as well as presentations that will take place during the event. Some discussion was had regarding a split in funds raised between the Village and Save the Prairie Society. Trustee Liaison Slavic indicated that Village Staff would have to approve such a split, and that there would be further discussion later regarding laws and rules.
 - Commissioner Ladas asked why the village must approve the final date of the event. Administrative Services Coordinator Annie Canavan and Trustee Liaison Slavic replied that the Village must provide security, public works must be notified, and a certificate of insurance must be obtained for the event.
- Commissioner Alexander updated all present on the **100th Anniversary Birthday Party in the Park**, including various friendly competitions and activities to take place at the event. She indicated that a vendor is still needed for the cupcake stand. A second stage will be erected (separate from the music stage) to recognize competition winners, honored guests, and winners of the children's drawing and essay contests.
- Commissioner Helgesen updated all present regarding the **Chamber of Commerce Soiree** (previously referred to in meeting minutes as the "Chamber Gala"). She indicated that Mayfair will donate the room and various other facilities and services. The capacity of the event will be 162 persons, and the cost of attending is to be determined.
 - Commissioner Ernst asked if a dance floor is really necessary since it reduces the room's capacity, to which Commissioners Helgesen and Alexander replied that the space is necessary for entertainment and themed events.
- Trustee Liaison Benline suggested that efforts should be made at this time to determine the **oldest resident** and **oldest business** in Westchester, which was met by general acclaim, as was the suggestion that the search for a **Grand Marshall for the Fourth of July Parade** begin in earnest.

7. Future Meetings

a. Schedule upcoming meeting dates

- Monday, February 3, 2025 at 6:30 p.m. in the Village Hall Board Room.

8. Adjournment

The Village of Westchester will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Village of Westchester, should contact the office of

the Fire Chief, 10300 W. Roosevelt Road, Westchester, IL, (708) 345-0433, as soon as possible but no later than 48 hours before the scheduled event.

- **Motion:** Commissioner Helgeson
- **Second:** Commissioner Jordan
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Jordan, Commissioner Ladas, Chairperson Roback
 - **Nays:** None
- **Motion passes (6–0) by voice vote.** Meeting adjourned at 7:45 p.m.