



Village of Westchester

10300 ROOSEVELT ROAD, WESTCHESTER, IL 60154

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100th Anniversary Committee Minutes

December 16, 2024 - 6:30 p.m.
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
 - 6:36 p.m. in the Village Hall Board Room
2. Pledge of Allegiance
3. Roll Call
 - **Present:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen (*arrived at 6:40 p.m. prior to New Business*), Commissioner Nicholson, Chairperson Roback
 - **Absent:** Commissioner Jordan, Commissioner Ladas
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.*
 - There being no members of the public present wishing to speak, the public comment period was closed and the meeting continued.
5. New Business
 - a. **Motion to approve amended meeting minutes** from the November 14, 2024 meeting
 - **Motion:** Commissioner Ernst
 - **Second:** Commissioner Alexander
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
 - **Motion passes (5–0) by voice vote**
 - b. **Motion to approve meeting minutes** from the December 2, 2024 meeting
 - **Motion:** Commissioner Ernst

- **Second:** Commissioner Helgeson
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
 - **Motion passes (5–0) by voice vote**
 - c. Update from Village Staff regarding Modus Marketing
 - Administrative Services Coordinator Annie Canavan indicated that the Village will likely retain Modus in an a la carte capacity. In response to questions from Commissioner Helgesen, she also shared that quotes for services will be based on an hourly rate and that the quote can be updated as services are needed (as opposed to a finalized list of services submitted in advance).
- 6. Old Business
 - a. Approval of final logo design
 - Chairperson Roback called for the **vote to approve**
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
 - **Final logo design approved (5–0) by voice vote**
 - b. Slot events into the existing events schedule for the purposes of coordinating future subcommittee meetings.
 - The Committee reviewed and assigned approximate dates for each item. See **Exhibit A** for details.
 - During this discussion, Commissioner Ernst shared a draft of the design. By acclamation, the Committee agreed that Westchester vendors should be solicited to bid and provide posters with the following criteria in mind:
 - The 100th Anniversary logo must be prominent;
 - Should contain the copy “Celebrating 100 Years”;
 - Fonts and colors of the design should be consistent with the logo and be legible at a distance;
 - Size: 11 x 17” and printed on cardstock
- 7. Future Meetings
 - a. Confirm availability for planned dates:
 - Thursday, January 16, 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 Alexander
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
- **Motion passes (5–0) by voice vote.** Meeting adjourned at 7:30 p.m.

Exhibit A

This is the list of events and chairs reproduced from the 12/2/24 minutes with date information appended at the end of each item's list. Items with no specific date or that have been completed are marked "N/A" below.

1. The "100th Anniversary Party in the Park," including a town picnic, old-fashioned games and prizes, a pie eating contest, and craft-making stations.
 - Showcase of village restaurants at event
 - Ice cream social featuring vendors and a commemorative cake (local vendors preferred)
 - Recommend inviting Kathryn Hahn, who was born in Westchester, and making her the guest of honor and/or presenting her with the key to the city.
 - **Commissioners Ladas and Alexander appointed co-chairs**
 - **July 11th and 12th**
2. Roaring 20's Chamber of Commerce Gala
 - A ticketed and catered event
 - Live music and dancing
 - Prohibition-era theme if alcohol-free, or include alcohol if allowed
 - Guests encouraged to dress in Great Gatsby-style outfits
 - Recommend that event take place at the Alpine Banquet House or another Westchester venue sufficient to accommodate all persons who wish to attend.
 - **Commissioners Helgesen and Alexander appointed co-chairs**
 - **Late March/Early April**
3. Music through the decades concert series
 - Concert series featuring different decades and a wide variety of music.
 - Recommend preferring local talent when selecting bands to play.
 - Recommend contacting Oh Boy Records regarding a tribute to folk musician John Prine, local resident and mail carrier in Westchester.
 - **No chair appointed as Parks is programming the series. Commissioner Alexander asked if it was possible to get updates from Parks, and Administrative Services Coordinator Canavan responded that updates will be provided.**
 - **August**
4. Parade of vintage vehicles in the Fourth of July parade
 - Parade would end in a parking lot or other place where spectators can view the classic cars after the conclusion of the parade.
 - Recommend that a Westchester resident at or near their 100th birthday be selected as Grand Marshall of the parade and ride in one of the vintage cars.
 - **Commissioner Ernst appointed chair, with the agreement that anyone who knows someone with a classic car should contact them and notify them of this event.**
 - **July**

5. Enhancement of Chamber of Commerce Christmas party and/or Winter Wonderland Event
 - This year's Christmas party will serve to promote the 100th Anniversary and generate interest and excitement.
 - No specific recommendation for the 2025 events at this time, other than that they would serve as a closing to the 100th Anniversary celebrations that took place over the course of the year.
 - **Commissioners Helgesen and Ernst appointed co-chairs for Chamber event**
 - **Commissioners Jordan and Ladas appointed co-chairs for Winter Wonderland event**
 - **Chamber: December 2nd; Winter Wonderland: December 3rd and 4th**
6. Historic exhibit in Village Hall and time capsule
 - To include all pertinent historical materials, included but not limited to newsletters, business cards from town, school mementos (including a remembrance of St. Joseph High School), pictures, as well as a list of officials and Committee members from the 100th Anniversary.
 - Recommend a display case with items in the Village Hall.
 - Recommend a physical and/or digital time capsule
 - Recommend a collaboration with the Westchester Public Library
 - **Commissioner Helgesen and Chairperson Roback appointed co-chairs**
 - **N/A**
7. Save the Prairie Society event enhancement
 - Recommend a 100th Anniversary enhancement to the Prairie Fest event provided there is interest by the organizers.
 - **Commissioners Jordan and Ladas appointed co-chairs**
 - **September 6th**
8. Children's essay contest
 - A contest for children along an appropriate theme to be approved of by the Committee at a later date.
 - Open to all children that reside in Westchester.
 - Essays will be collected, judges empanelled, and awards will be presented at the 100th Anniversary Birthday Party in the Park.
 - **Commissioner Nicholson appointed chair**
 - **Organize: March/April; Recognize: July 11th/12th (Party in the Park)**
9. Drawing contest for younger children
 - A contest for younger children along an appropriate theme to be approved of by the Committee at a later date.
 - Open to all young children that reside in Westchester.
 - Drawings will be collected, judges empanelled, and awards will be presented at the 100th Anniversary Birthday Party in the Park.

- **Commissioner Nicholson appointed chair**
- **Organize: March/April; Recognize: July 11th/12th (Party in the Park)**

10. "Voices of Westchester"

- A StoryCorp-style event to record the experiences of residents of Westchester through interviews, open to all ages.
- An ongoing effort that lasts the entire year of the centennial.
- Recommend partnership with Westchester Public Library.
- Recommend including these recordings in the time capsule.
- **Commissioner Helgesen and Chairperson Roback appointed co-chairs**
- **N/A**

11. Commemorative bench or marker celebrating the centennial

- A bench, plaque, or other suitable historical marker to be placed on village property.
- **Commissioner Jordan and Chairperson Roback appointed co-chairs**
- **N/A (depends on approval and fabrication timeline)**

12. Banner for events highlighting important moments in village history, as well as other promotional items to be determined

- A banner that could be displayed at 100th Anniversary events and enhancements as well as preserved in commemoration of the occasion at an appropriate location.
- **Commissioner Alexander appointed chair to work in conjunction with marketing consultant**
- **N/A**

13. A wine and cheese fundraising event to be held at the Prairie House in conjunction with the Save the Prairie Society

- Event would raise funds for 100th Anniversary events
- **Commissioners Nicholson, Jordan, and Ladas appointed co-chairs**
- **Spring**

14. Themed presentations from the Save the Prairie Society to be given throughout the year of the 100th Anniversary and a column to be added to the monthly Village newsletter in 2025 containing historical information, photographs, and other materials to draw further interest to the 100th Anniversary.

- Author and exact format of materials to be confirmed at a later date.
- **Administrative Services Coordinator Canavan volunteer to chair and work in conjunction with Patricia Reeves at Save the Prairie**
- **N/A**

15. Creating and distributing signage to be offered to local businesses and placed in the window announcing that Westchester is celebrating its 100th anniversary this year.

- Signs to hang at a variety of local businesses, including restaurants, realtors, doctor and dentist's offices, grocery stores, gas stations, and hair and nail salons.

- **Commissioner Ernst appointed chair, with all members of the Committee agreeing to help distribute signs to local businesses**
- **Already discussed in meeting (subject to approval of vendor, design, and fabrication timeline)**

16. Creation of a drama workshop where students will practice, learn, and then later perform scenes at senior events recounting the trials and tribulations of the founding and history of Westchester.

- **Commissioner Nicholson appointed chair**
- **Rehearsals: May; Presentation: June**

17. Commission a centennial logo with a prairie theme that will be designed by a local Westchester graphic artist.

- Submissions invited from local graphic artists with the design criteria:
 - A knight figure should be represented, though not featured, in the logo, since every iteration of the village's logo for the past 100 years has included a knight.
 - The logo should be prairie themed and feature the coneflower, the village's official flower.
 - The years 1925–2025 should be present in the logo.
- **This is a whole Committee issue, so no chair was appointed.**
- **Already discussed in meeting (task completed)**