



Village of Westchester

10300 ROOSEVELT ROAD, WESTCHESTER, IL 60154

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100th Anniversary Committee

Agenda

February 3, 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
 - 6:39 p.m. in the Village Hall Board Room
2. Pledge of Allegiance
3. Roll Call
 - **Present:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Ladas, Commissioner Nicholson, Chairperson Roback
 - **Absent:** Commissioner Jordan
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.*
5. New Business
 - a. Motion to approve meeting minutes from the January 16, 2025 meeting
 - **Motion:** Commissioner Ernst
 - **Second:** Commissioner Helgesen
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Ladas, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
 - **Motion passes (6–0) by voice vote**
 - b. Motion to approve centennial business sign design
 - After discussion, design number one was preferred over design number two. Chairperson Roback called for the **vote to adopt this as the final design.**

- **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Helgesen, Commissioner Ladas, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
 - **Preferred design selected (6–0) by voice vote**
- c. Discuss collaboration with the Economic Development Committee, including the proposal to place flags with business names and the centennial logo at various places throughout the village (jointly, as opposed to separately)
 - Commissioner Helgesen noted that flags could be added to existing efforts and that funds were available through the EDC for this purpose, perhaps encouraging businesses to sponsor a flag, which was supported by Commissioner Alexander. Commissioner Helgesen noted that a portion of the banner would be reserved for the logo of the sponsor. Commissioner Ernst noted that he preferred banners over flags, which was met with acclaim. Administrative Services Coordinator Canavan volunteered to obtain quotes for banners with space for sponsorship information. Commissioner Helgesen requested that EDC be a part of the process.

6. Old Business

- a. Discuss and approve design and vendor for one or more banners to be used at special events
 - After much discussion about design and features, the generally agreed upon details for the banner follow:
 - Logo in the center with photos of Westchester landmarks flanking
 - Size: 6' x 2'
 - Grommets for hanging off tables at special events
 - Committee members would seek quotes, and Administrative Services Coordinator Canavan volunteered to work on the design.
- b. Review and discuss event details and costs for the wine and cheese fundraiser at the Prairie House
 - Several points were discussed here. Commissioner Helgesen noted that a date in June would raise funds for the Party in the Park. Commissioner Ladas raised the issue that funds raised could potentially be split, while Administrative Services Coordinator Canavan noted that an in kind donation of ad space valuing \$1,000 was given to the Save the Prairie Society. The cost of admission was raised by Commissioner Ladas, with no clear resolution. Trustee Liaison Slavic indicated that cost would in part be determined by the need for security, and Administrative Services Coordinator Canavan added that pricing would be based on costs. Issue to be revisited at a later date.
- c. Update as to the status of using Modus Marketing's services to assist with 100th Anniversary event coordination
 - Commissioner Helgesen asked why Modus has been absent from event planning so far, noting that they could have been of assistance planning the Soiree. Administrative Services Coordinator Canavan stated that we have pricing details for a la carte services, but that the Committee would

not be part of the input on when to utilize their services. She also noted that the reason a Modus representative was invited to present before the Committee was to get an idea of what they had to offer and to introduce the representative to the Committee. Commissioner Helgesen asked how we would go about engaging them for help with a future project, and Administrative Services Coordinator Canavan responded that Village Staff would make the determination if and when Modus would be engaged for event planning.

d. Event subcommittee updates

- Commissioner Alexander announced that Celebrate Westchester would be taking place at the Alpine Banquet Haus on Saturday, May 17th.
- The following areas were assigned to Commissioners for distributing signage to businesses:

| Area | Commissioners |
|---------------------------------|---------------------|
| Westchester Commons and Prairie | Helgesen |
| Highridge | Alexander |
| Chamber and schools/libraries | Ernst and Nicholson |
| Addison Creek (Roosevelt Road) | Ladas |
| Westbrook Corporate/22nd | Roback |
| Manheim | Jordan |

- Co-chairs of the Voices of Westchester (Helgesen and Roback) raised ideas regarding potential options and planned to meet before the next meeting, at which time more specifics would be discussed.
- Commissioner Nicholson updated the Committee on developments in the drama workshop. Once again the issue of whether to charge a fee was raised, with Nicholson arguing that fees keep the participants invested in the workshop. The Chair agreed to review the minutes for a determination.
Chairperson's Note: Upon review of the minutes, a fee was not mentioned as part of this item (no. 16) on the official recommendation list adopted by the Committee.
- By acclaim, a future agenda item will be added to discuss the banner design and costs at the next meeting.

7. Future Meetings

a. Schedule upcoming meeting dates

- Thursday, February 20 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.

- **Meeting Note:** Commissioner Helgesen had to depart at 7:40 p.m., just prior to the motion to adjourn.
- **Motion:** Commissioner Ladas
- **Second:** Commissioner Ernst
 - **Ayes:** Commissioner Alexander, Commissioner Ernst, Commissioner Ladas, Commissioner Nicholson, Chairperson Roback
 - **Nays:** None
- **Motion passes (5–0) by voice vote.** Meeting adjourned at 7:45 p.m.