



**MEETING MINUTES
VILLAGE OF GLENCOE
SESQUICENTENNIAL PLANNING COMMITTEE
EXECUTIVE COMMITTEE**

Village Hall Conference Room
675 Village Court
Tuesday, May 1, 2018 – 4:00 PM

I. CALL TO ORDER AND ROLL CALL

The Sesquicentennial Planning Committee meeting was called to order by Chairwoman Ettelson at 4:03 p.m. on the 1st Day of May, 2018 in the Village Hall Conference Room.

The following were present:

Karen Ettelson, Chairwoman

Also present were:

Lawrence Levin, Village President

Philip Kiraly, Village Manager

Megan Hoffman, Assistant to the Village Manager

Peter Van Vechten

Ed Goodale

Jennifer Faulk

II. PUBLIC COMMENT

There were no comments from the public.

III. APPROVAL OF MINUTES

It was noted that Mr. Van Vechten was incorrectly marked as being present at the April 17 meeting. Ms. Faulk moved, seconded by Mr. Goodale to approve the minutes of the April 4, 2018 Sesquicentennial Planning Committee meeting with the aforementioned correction.

IV. EVALUATION OF APRIL 23RD PLANNING GROUP MEETING

The Committee discussed the turnout at and feedback from the April 23 meeting with community organization representatives. It was noted that the organizations engagement is encouraging and that their involvement will make the events and activities more manageable. Mr. Van Vechten encouraged the Committee to consider how to also include the future of the Village in the celebration, while we also honor the past. The Committee discussed that one means of doing this will be through defining, selecting and fundraising for a legacy project—which will involve a heavy-public engagement component. Village Manager Kiraly noted that he hopes the legacy project is something that the community can interact with. As part of this discussion, the Committee asked that the Village Manager's Office share the recently adopted Strategic Plan as part of considering how we can celebrate the future of the community.

V. DISCUSSION OF GENERAL EVENT PLANNING

Village Manager Kiraly gave a recap of a conversation had with Writers Theatre staff, in which it was suggested that a follow-up meeting between Writers Theatre and representatives from the

Committee would be a helpful next step toward determining the nature of the spring 2019 event. Village Manager Kiraly committed to making arrangements with Writers Theatre for a meeting to include himself, Ms. Ettelson and Mr. Goodale.

Concerning the expanded Fourth of July celebration, Village Manager Kiraly and Ms. Hoffman have a meeting scheduled with Glencoe Park District staff members during the week of May 14 to discuss possible enhancements to the existing line-up of events and activities.

In discussing the Sesquicentennial Gala, planned for October 2019, Village Manager Kiraly reported receiving an e-mail from the Friends of the Green Bay Trail (FGBT) regarding the event and possible collaborations. Ms. Ettelson noted that there may be ways to work together with the FGBT, whether through a potential legacy project or a volunteer event. Village Manager Kiraly committed to following-up with the FGBT.

Mr. Goodale then presented preliminary renderings for the fiberglass "Selfie Stations." Two main concepts were presented, with the Committee favoring one that replicated the official Sesquicentennial logo. Preliminary cost estimates were presented, with tooling costs ranging from \$6,000-\$15,000 and casting costs ranging from \$2,500-\$7,500 per station, with the logo concept being the more expensive of the two options. The Committee discussed some potential alternatives to the logo concept which may help to reduce cost. Mr. Goodale committed to following-up with the Chicago Fiberglass Works to discuss options and will also request a 3D image for use in a sponsorship packet.

Ms. Faulk led a brief discussion surrounding the development of sponsorship levels, noting that logo placement on a Selfie Station could be built into the sponsorship benefits. Ms. Faulk committed to drafting a sponsorship packet for the Committee to review at a future meeting.

VI. DISCUSSION OF FOLLOW-UP WITH COMMUNITY ORGANIZATIONS

Ms. Ettelson reported that she has heard that the Chicago Architecture Foundation has expressed interest in helping to sponsor Open Doors events in area-communities. She will continue to monitor the potential opportunity. Ms. Ettelson also reported that she plans to set up a meeting with Glencoe School District #35 Superintendent Catherine Wang soon to discuss their plans for the celebration.

Mr. Van Vechten expressed a desire to liaison with the Glencoe Park District on a Soup Bowl Project, to which the Committee agreed.

VII. DISCUSSION OF ADDITIONAL COMMITTEE APPOINTMENTS

Ms. Ettelson shared that she's been in contact with a potential service project coordinator who she plans to meet with in the near future to discuss project ideas.

VIII. DISCUSSION OF OUTREACH TO HIGHLAND PARK AND WINNETKA

Village Manager Kiraly and Ms. Hoffman plan to meet with staff representatives from the Village of Winnetka and the City of Highland Park on Tuesday, May 8, as Winnetka and Highland Park will also be celebrating their 150th anniversaries of incorporation in 2019. They will share preliminary event ideas and discuss potential points of collaboration.

IX. OTHER BUSINESS

Ms. Faulk gave an overview of tools and methods she plans to incorporate into the communication plan for the planning and celebration. In line with the concept that the first

official Sesquicentennial event will be “Light the Village Lights” in late 2018, Ms. Faulk suggested that the Committee use the event as an opportunity to light the Selfie Stations for the first time. She also suggested working with the Glencoe Chamber of Commerce to expand the event, potentially bringing in more vendors and extending the timeframe for the visit from Santa.

Mr. Van Vechten encouraged Ms. Faulk to incorporate community engagement around the Legacy Project in to the communication plan. Mr. Kiraly reminded the Committee that we may consider reusing the Candy Chang-style chalk boards used during the Downtown Tune-Up process to help collect feedback.

Ms. Faulk and Ms. Hoffman plan to meet during the week of May 7 to discuss the plan components and various promotion opportunities.

X. ADJOURN

Ms. Ettelson adjourned the meeting at 5:56 p.m.

The Village of Glencoe is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Village of Glencoe at least 72 hours in advance of the meeting at (847) 835-4114, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Glencoe to make reasonable accommodations for those persons.