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## MINUTES OF THE COMMUNITY RESOURCES COMMISSION

March 14, 2018

7:30 p.m.

Fulton Conference Room

### CALL TO ORDER

The meeting of the Community Resources Commission was called to order by **Al Siegers** at 7:33 p.m. in the Fulton Conference Room.

### ROLL CALL

Present and responding to roll call were the following:

Members: Don Budny  
Ron Centanni  
Mike Cutrano  
Janet Czuchra  
Logan Enright  
Deb Melchert  
Mike Sevier  
Al Siegers  
Barbara Rose Whalen (late arrival)  
Joe De Nova, Associate Member  
Garrett Gray, Associate Member  
Denise Maly-Politano, Commission Secretary  
Donna Framke, Village Liaison

Absent: Chairperson: Reta Brudd  
John Carey, Assoc. Member  
Brian H. Younker, Village Trustee

### APPROVAL OF THE AGENDA

Motion was made by **Don Budny**, seconded by **Deb Melchert**, to approve the agenda as submitted. All in favor.

### MINUTES

Motion was made by **Don Budny**, seconded by **Janet Czuchra** to approve the minutes of the February 14, 2018 meeting as submitted. Minutes approved by voice vote.

### CORRESPONDENCE

No correspondence.

### OLD AND UNFINISHED BUSINESS

#### Studio

**Don Budny** reported there is nothing new at the Studio. Everything is going well. We are done with filming for this month.

**Donna Framke** anticipates purchasing a third camera in the near future.

**Al Siegers** thanked everyone involved in the Studio for all of their hard work.

### **Scholarships**

**Don Budny** reported that the scholarship cut-off date is March 31<sup>st</sup>. There were 25 application packets dropped off at the village hall and more are needed. Many students are coming over to the village hall and picking up the applications instead of getting the packets from their school advisors. Everything is going well. Might need to make more copies. **Al Siegers** asked if there was anything **Denise Maly-Politano** could do to help. **Don Budny** thought he was good with copies right now as he has more at home in reserve.

**Al Siegers** thanked **Don Budny** for heading up the scholarship committee each year, doing a phenomenal job and his work is much appreciated.

### **Discovery Tinley**

**Al Siegers** explained he is in the process of working on booth layouts with Denise. We have been answering questions about special needs/requests and we will iron that out in the next week.

**Al Siegers** also applied for the special events license and submitted the application and will have a hard copy on display at the event. **Joanne Carroll** in the marketing department helped us out with a flyer which looks great.

**Joanne Carroll** helped with the flyer to advertise/promote Discover Tinley. **Al Siegers** asked **Donna Framke** if/when we can get copies to distribute. **Donna Framke** asked how many copies would be needed and where we want to distribute the flyers. She will have copies available.

**Ron Centanni** asked if we will be advertising in any newspapers or any other social media.

**Donna Framke** sent pricing to **Reta Brudd** for approval for an ad. We will also have two insertions in the paper on March 31<sup>st</sup> and April 5<sup>th</sup> to advertise.

**Donna Framke** stated that the Chamber will place a sign on their float in the Irish Parade to help promote/advertise Discover Tinley.

**Al Siegers** suggested everyone taking a bunch of flyers and distributing flyers at their favorite eating establishments. He also passed around the program for approval so that we can get to print.

**Deb Melchert** suggested having a table and chairs for the face painter to work on. She will go wherever she is set up. Deb also asked **Donna Framke** about text alerts from the village advertising Discover Tinley and other events. **Donna Framke** stated it won't be in the near future if at all. We are not budgeted for that and it would have to be in the future. Theoretically we could do something as a side feature through Code Red but not at this time. **Deb Melchert** asked if it is expensive. **Donna Framke** stated that it depends on how many you are sending,

how many are subscribes, it is subscription-based. **Logan Enright** thought it was 2 cents a text, plus needing to decide if it would be done in-house or with a third party. He was not able to have a Facebook page. **Donna Framke** stated there is only one village Facebook page that can be utilized but CRC cannot have their own. It will be advertised on the website, the village Facebook page and all other media outlets. It will be easy to find.

**Garrett Gray** suggested liking the Discover Tinley info on Facebook and sharing it with your friends so that it travels.

**Denise Maly-Politano** reported that we have 75 vendors registered to date. There are 29 businesses and 24 non-profit organizations. The remaining vendors/booths are village booths.

**Mike Sevier** inquired about increased security at the convention center.

**Al Siegers** stated that we always have a security/police presence there but safety is always a concern. Do not know if they think additional staff is warranted. It would have to go through the village channels. There has always been a concern about that over the years. People are in place, people in place in the parking lot. All of us volunteers should keep their eyes and ears open and we are always able to reach each other on the radios. We have the largest form of communication. Report it if you see anything out of place and shout out on the radio. It's a good point. Let's all be extra vigilant this year. **Deb Melchert** stated that we had assigned doors for a Code Adam. **Don Budny** agreed. We will all assigned doors so that children don't walk out. **Donn Framke** inquired if we are in contact with security via the radios. **Al Siegers** stated that we have the PA system, a cell phone number for emergencies or the house phone.

**Ron Centanni** asked when set-up on Friday will be.

**Al Siegers** stated that set-up will be mid-day on Friday, probably around 3:00 p.m. The Convention Center puts up the pipe and drape even if it is during the night. If anyone is available mid-afternoon the tables and chairs should be in place so we can use some extra hands to hang up the booth signs. The village department will set up on Friday afternoon as will the library and some larger vendors. He will be meeting with the convention center staff soon to finalize plans and times and see if there are any events going on.

**Garrett Gray** suggested asking the convention center at the meeting if there are any other events scheduled that day that might impact our event with parking.

**Mike Sevier** asked if there are other events can we put up signage to direct them and help with traffic flow.

**Ron Centanni** suggested at the meeting with the convention center staff to make sure the dock area is clear for us on April 7<sup>th</sup>. Would like to have a sign stating they should form two lanes. Vendors will start coming in at 7:30. We will set up the parking lot on Friday night.

**Al Siegers** asked if we will have students helping at the end of the day again. **Ron Centanni** will not know until the week before how many student volunteers he will have.

**New Business**

No new business.

**Good of the Order**

Irish Parade is Sunday, March 18<sup>th</sup>.

**Comments from the Public**

No public, no comments.

**Adjournment**

There being no other business, a motion was made by **Mike Sevier**, seconded by **Barbara Rose Whalen** to adjourn the meeting. The meeting was adjourned at 8:04 p.m.

/dmp