



Agenda
Village of Arlington Heights
Special Events Commission
Commissions Room
33 S. Arlington Heights Rd, 60005
December 13, 2023
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Special Events Commission Minutes from Nov. 8, 2023

IV. REPORTS

V. OLD BUSINESS

- A. Tree Lighting 2023
- B. Hearts of Gold 2024
- C. Swing into Spring 2024

VI. NEW BUSINESS

- A. Sponsorship 2024

VII. OTHER BUSINESS

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.

Minutes for Special Events Commission Meeting: November 8, 2023

Meeting called to order by Diane Jamieson at 7:01 p.m. in the Siegal Room at Village Hall.

- **Present:** Kelly Barash, Cari Boyle, Karen DeZellar, Jennifer Eichorn, Matt Fink, Steve Fromm, Colleen Gaughan, Michelle Harris, Diane Jamieson, Brad Katz, Laurie Mitchell, Kevin Seifert, Keri Stanley. **Also Present:** Staff Liaison Avis Meade.

APPROVAL OF MINUTES

- Motion to approve Minutes for October 11, 2023 made by Steve Fromm with a second from Brad Katz

OLD BUSINESS

- **Hearts of Gold 2024**
Commissioners reviewed their selections for Hearts of Gold 2024 Winners and selections were made. Commissioners will notify their winners that they have been selected. Planning continues for the Hearts of Gold Award Banquet Luncheon, scheduled for Sunday, Feb. 25, 2024, 12 – 4 p.m. Tickets will be available online and promotional efforts will begin in December.
- **Tree Lighting 2023**
Commissioners continued with logistical planning for the Tree Lighting 2023 event, scheduled for Friday, Nov. 24th, 4:30 – 6:30 at North School Park, with Festive Activities at Harmony Park. Lighting was discussed and additional globe lights will be added to Harmony Park. Public Works staff continues efforts in piping in the live feed from North School Park, into Harmony Park. Commissioners will distribute light up giveaways that were leftover from the Village's previous Holiday Happenings event, which no longer occurs. The food truck was confirmed. Power needs for all components of the event have been confirmed.

NEW BUSINESS

- **Swing into Spring**
A representative from the Village's Bicycle and Pedestrian Commission visited the meeting to confirm that their Annual Community Bike Ride would take place on the same day as Swing into Spring, prior to the start of Swing into Spring. This structure was successful in 2023 and will continue into 2024. Staff will continue to book events and entertainment for the event.

OTHER BUSINESS

ADJOURNMENT

- A motion was made to end the meeting was made at 8:40 p.m. by Laurie Mitchell with a second from Karen DeZellar.