



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

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes from August 9th, 2023

IV. REPORTS

- A. National Community Survey Results 2023

V. OLD BUSINESS

- A. Hearts of Gold 2024
- B. Autumn Harvest 2023
- C. Tree Lighting 2023

VI. NEW BUSINESS

VII. OTHER BUSINESS

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

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Special Events Commission
9/13/2023

Item: Special Events Commission: Minutes from August 9th, 2023

Department: Village Manager's Office

ATTACHMENTS:

Description	Type
Minutes from August 9th, 2023	Minutes

Minutes for Special Events Commission Meeting: August 9, 2023

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

- Present: Kevin Seifert, Steve Fromm, Brad Katz, Matt Fink, Colleen Gaughan, Karen DeZellar, Diane Jamieson, Keri Stanley, Jennifer Eichorn, Kelly Barash
- Absent: Michelle Harris, Cari Boyle, Laurie Mitchell

APPROVAL OF MINUTES

- Minutes for June 2023 will be updated to reflect that Diane Jamieson ran the June 2023 meeting. Pending that change, a motion to approve the minutes was made by Steve Fromm with a second by Kevin Seifert.

OLD BUSINESS

- **Autumn Harvest 2023**
The commission reviewed roles, assigned volunteer times, worked on timing and planning details and configured logistics. Instead of face painters a temporary tattoo station will be part of the event. Two balloon artists will be considered.
- **Tree Lighting 2023**
Trolley Route will be updated for the 2023 route. Two trolleys will be used. A hot chocolate/treat truck will be hired and located at North School Park. Eastman will be blocked from Arlington Heights Road to Evergreen. Script will be provided to Metropolis Dickens actors on the trolley. Additional logistics were considered and roles were confirmed.
- **Hearts of Gold 2024**
The Commission discussed the categories for Hearts of Gold 2024. No changes will be made to the classifications of awards for 2024. A timeline will be established on when to start soliciting for nominations. The event will once again take place on February 25, 2024 at the DoubleTree Hilton in Arlington Heights. The contract will be sent to the Village Manager's Office for signature.

OTHER BUSINESS

- The Special Events Commission budget has been submitted for review for 2024.

ADJOURNMENT

- A motion was made to end the meeting was made at 7:53 p.m. by Colleen Gaughan with a second from Kelly Barash.