



Agenda  
Village of Arlington Heights  
Arts Commission  
Commissions Room, 2nd Floor  
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.  
August 2, 2023  
6:30 PM

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

- A. June 14, 2023

**IV. REPORTS**

**V. OLD BUSINESS**

- A. Arts Outreach Event
- B. Light Projection Mapping

**VI. NEW BUSINESS**

- A. Arts Commission Budget - 2024
- B. Cultural Arts Award

**VII. OTHER BUSINESS**

**VIII. PUBLIC COMMENT**

- A. 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](mailto:emercado@vah.com) or (847)368-5793.



**Arts Commission**  
**8/2/2023**

**Item:** June 14, 2023

**Department:** Planning & Community Development

**ATTACHMENTS:**

**Description**  
June 14, 2023

**Type**  
Minutes

**DRAFT**  
**MINUTES OF**  
**THE VILLAGE OF ARLINGTON HEIGHTS**  
**ARTS COMMISSION MEETING**  
**HELD IN THE PLANNING CONFERENCE ROOM**  
**OF THE VILLAGE HALL**  
**JUNE 14, 2023 AT 6:00 P.M.**

Arts Chair Schurtz called the meeting to order at 6:20 p.m.

Members Present:      Kristen Schurtz, Arts Chair  
                                 Mary Seitz-Pagano  
                                 Janet Souter  
                                 Leena Joshi  
                                 Brian Wolf  
                                 Sheila Kessler

Members Absent:      Kristen Walter  
                                 Erika Cutlip

Also Present:            Derek Mach, Staff Liaison

Arts Chair Schurtz led the Commission in the Pledge of Allegiance.

Arts Chair Schurtz and the Arts Commission welcomed Commissioner Sheila Kessler.

**APPROVAL OF MINUTES**

**COMMISSIONER WOLF MADE A MOTION, SECONDED BY COMMISSIONER SEITZ-PAGANO, TO APPROVE THE MINUTES FROM THE MAY 3, 2023 ARTS COMMISSION MEETING. ALL WERE IN FAVOR. THE MOTION CARRIED.**

**WOLF, AYE; SOUTER, AYE; SEITZ-PAGANO, AYE;**  
**KESSLER, AYE; ARTS CHAIR SCHURTZ, AYE**  
**ALL WERE IN FAVOR. MOTION CARRIED**

**LIGHT PROJECTION MAPPING**

Staff Liaison Derek Mach explained that Mr. George Berlin reached out and provided a proposal for \$1,500 in order to help the Commission plan an art display in the downtown. Staff Liaison Derek Mach commented that prior to considering Mr. Berlin's proposal, a general plan for the light mapping should be shared with staff. Staff Liaison Derek Mach suggested that the Commission come up with some ideas for potential locations, costs, theme and any other details in order to develop a conceptual plan that can be shared with staff.

Arts Chair Schurtz suggested that the Commission continue to give thought to ideas and that the Commission continue to discuss at the next meeting.

**ARTS OUTREACH EVENT**

Commissioner Joshi provided an overview of the details for the Artist Outreach event. The Commission discussed hosting the event on July 22 at 10 AM at the Historical Museum. Commissioner Seitz-Pagano volunteered to work with Commissioner Joshi as part of a subcommittee. The Commission discussed publicity for the program. Staff Liaison Derek Mach commented that staff will coordinate with the Village's Communications and Outreach Coordinator. Staff Liaison Derek Mach commented that staff will reach out to Mr. Dan Schoeneberg at the Historical Museum in order to finalize any details. The Commission discussed the following items:

- Theme: Ikebana
- Date of Program: July 22, 2023
- Location: Historical Museum
- Approximate number of participants: the presentation would allow up to the first 75 attendees
- Volunteers will be invited to participate as part of the instructional presentation
- Approximate Length of Program: 1.5 – 2 hours

**PUBLIC COMMENTS**

The Commission discussed meeting on August 2, 2023 and there would not be an Arts Commission meeting in July. Arts Chair Schurtz asked if there are any public comments?

**ADJOURNMENT**

**COMMISSIONER KESSLER MADE A MOTION, SECONDED BY COMMISSIONER SOUTER TO ADJOURN THE MEETING AT 7:00 P.M. ALL WERE IN FAVOR. THE MOTION CARRIED.**

**WOLF, AYE; SOUTER, AYE; SEITZ-PAGANO, AYE;  
JOSHI, AYE; KESSLER, AYE; ARTS CHAIR SCHURTZ, AYE  
ALL WERE IN FAVOR. MOTION CARRIED**



**Arts Commission  
8/2/2023**

**Item:** Arts Commission Budget 2024

**Department:** Planning & Community Development

The attached Arts Commission budget request is proposed for fiscal year 2024 and due to the Finance Department by August 7, 2023. The proposed budget items are identical to the budget from last fiscal year.

**Recommendation**

– Recommend approval of the Arts Commission's 2024 budget request.

**ATTACHMENTS:**

| <b>Description</b>          | <b>Type</b> |
|-----------------------------|-------------|
| Arts Commission Budget 2024 | Report      |

# VILLAGE OF ARLINGTON HEIGHTS

## BOARDS & COMMISSIONS 2024 BUDGET REQUESTS

Name of Board or Commission: **ARTS COMMISSION**

Chair: **KRISTEN SCHURTZ**

|                              | 2021<br>Actual  | 2022<br>Actual  | 2023<br>Adopted<br>Budget | 2023<br>Estimated<br>Actual | 2024<br>Proposed<br>Budget | Accounts                   |
|------------------------------|-----------------|-----------------|---------------------------|-----------------------------|----------------------------|----------------------------|
| <b>GENERAL FUND</b>          |                 |                 |                           |                             |                            |                            |
| <b>CONTRACTUAL SERVICES:</b> |                 |                 |                           |                             |                            |                            |
| Postage                      | \$ -            | \$ -            | \$ 500                    |                             | \$ 500                     | 101-1022-522050-           |
| Photocopying                 | -               | 21              | 500                       |                             | 500                        | 101-1022-522150-           |
| <b>COMMODITIES:</b>          |                 |                 |                           |                             |                            |                            |
| Other Supplies               |                 |                 |                           |                             |                            |                            |
| Awards                       | 620             | 85              | 1,000                     |                             | 1,000                      | 101-1022-533050-           |
| <b>TOTAL GENERAL FUND</b>    | <b>\$ 620</b>   | <b>\$ 106</b>   | <b>\$ 2,000</b>           | <b>\$ -</b>                 | <b>\$ 2,000</b>            |                            |
| <b>A &amp; E FUND</b>        |                 |                 |                           |                             |                            |                            |
| <b>OTHER CHARGES:</b>        |                 |                 |                           |                             |                            |                            |
| Special Events               |                 |                 |                           |                             |                            |                            |
| Community Awareness Events   | \$ 1,425        | \$ 8,128        | \$ 10,000                 |                             | \$ 10,000                  | 515-1022-540550-<br>AE0646 |
| <b>TOTAL A &amp; E FUND</b>  | <b>\$ 1,425</b> | <b>\$ 8,128</b> | <b>\$ 10,000</b>          | <b>\$ -</b>                 | <b>\$ 10,000</b>           |                            |
| <b>TOTAL EXPENDITURES</b>    | <b>\$ 2,045</b> | <b>\$ 8,234</b> | <b>\$ 12,000</b>          | <b>\$ -</b>                 | <b>\$ 12,000</b>           |                            |