



Agenda
Village of Arlington Heights
Special Events Commission
Commissions Room-33 S. Arlington Heights Rd., AH 60005

March 13, 2024
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes from February 20, 2024

IV. REPORTS

V. OLD BUSINESS

- A. Hearts of Gold 2024
- B. Swing into Spring 2024
- C. Autumn Harvest 2024
- D. Tree Lighting 2024

VI. NEW BUSINESS

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: February 20, 2024

Meeting called to order by Diane Jamieson at 7:02 p.m. in the Commissions Room at Village Hall.

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

APPROVAL OF MINUTES

- Motion to approve Minutes for January 10, 2024: Pending corrections to attendance, a motion to approve by Matt Fink and a second by Laurie Mitchell

OLD BUSINESS

- **Hearts of Gold 2024**
Commissioners continued with planning the Hearts of Gold Banquet, to take place on Sunday, Feb. 25th, 12 – 4 p.m. at the DoubleTree. Approximately 225 attendees will be at the event. Logistical event responsibilities were assigned to commissioners.
- **Swing into Spring 2024**
Swing into Spring is scheduled for Saturday, May 18th, 11 a.m. – 2 p.m. at North School Park, with the Community Bike Race hosted by the Bicycle and Pedestrian Commission scheduled for 9 a.m. on Eastman. Impatient flowers have been ordered by Public Works and they will also bring bags of soil on the day of the event. Music is being finalized. Entertainment vendors are booked. Staff meetings will be scheduled and a walk-through meeting will take place the week prior to the event, details TBD. Marketing efforts will begin in March.

NEW BUSINESS

- **Autumn Harvest 2024**
Autumn Harvest will take place on Saturday, October 5th, 11 a.m. – 2 p.m. at North School Park. Scarecrow clothes are running low and will need to be restocked. Future planning will continue.

OTHER BUSINESS

- **Tree Lighting 2024**
Public Works will be asked about creating a wooden display in North School Park for the Village's presence, to include sponsorship information on the day of the event. If Public Works is unavailable, a display will be purchased.

ADJOURNMENT

- A motion was made to end the meeting was made at 7:51 p.m. by Karen DeZellar with a second from Colleen Gaughan.