



Agenda
Village of Arlington Heights
Special Events Commission
Commissions Room
33 S. Arlington Heights Rd, 60005
January 11, 2023
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Special Events Commission Minutes Dec 14, 2022

IV. REPORTS

V. OLD BUSINESS

- A. Hearts of Gold 2023
- B. New Spring Event 2023

VI. NEW BUSINESS

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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**Special Events Commission
1/11/2023**

Item: Special Events Commission Minutes Dec 14, 2022

Department: Village Manager's Office

ATTACHMENTS:

Description	Type
Minutes from Special Events Commission Dec 14, 2022	Agreement

Minutes for Special Events Commission Meeting: December 14, 2022

Meeting called to order by Laurie Mitchell at 7:03 p.m. in the Commissions Room at Village Hall

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

A motion to approve minutes from November 16, 2022 made by Michelle Harris with a second from Keri Stanley

OLD BUSINESS

- **Tree Lighting 2022**

Chair Laurie Mitchell thanked commissioners for volunteering to help make the Tree Lighting Ceremony so successful. The ice carvers, trolleys & Dickens characters, Hersey Dickens Singers at North School Park, and the Rolling Meadows High School Madrigal Singers at Harmony Park went well. Commissioners noted that Harmony Park is becoming more popular, and many people walk or use trolleys to come to Harmony Park after the lighting of North School Park.

Future requests and items to remember for 2023:

- Potential hot chocolate or snacks served at North School Park or Harmony Park
 - o Potentially partner with local businesses to serve
- Count down to the lighting also available at Harmony Park for people who are there
 - o Pipe in audio of countdown from North School Park?
- Amplify sound for Rolling Meadows singers at Harmony Park
- Additional police at Evergreen & Eastman. It is a dark location and it's open to the trolley, but not other vehicles. It's important to direct traffic at that location.

- **New Event 2023**

The commission will be proposing a new Spring Fling type of event, structured similarly to Autumn Harvest, for Saturday, May 20th, 11 a.m. – 2 p.m. at North School Park. Potential entertainment could include the Park District Vibe dancers, as well as high school or junior high school bands. Commissioners will inquire about availability of these bands. A formal proposal will be submitted for consideration to the Village Manager in early 2023.

- **Hearts of Gold 2023**

Hearts of Gold will take place on Sunday, Feb. 26th at the Double Tree Hilton Arlington Heights. In the coming weeks, commissioners will review the invitation to be printed and check spelling of names, winners will have their photos taken and commissioners will develop bios for the booklet and posters. General planning will move forward. Staff will send out certificates of recognition to those who were nominated but did not win.

NEW BUSINESS

- **Sponsorships 2023**

Special Events Commission Sponsorships are available to local businesses who wish to sponsor 4 events, including Hearts of Gold, Tree Lighting, Autumn Harvest, and a future spring event TBD. The \$2,000 sponsorship will include a mention at all of these events, display of logo on a banner, as well as a mention on social media and the Village's website in conjunction with the above stated events.

OTHER BUSINESS

ADJOURNMENT

- A motion was made to end the meeting was made at 7:38 p.m. by Colleen Gaughan with a second from Brad Katz.