



## AGENDA

Senior Citizens Commission Kenneth Hood Award Committee  
Arlington Heights Senior Center  
1801 W. Central Road  
Arlington Heights, IL 60005  
April 1, 2026  
3:30 PM

- I. CALL TO ORDER
    - A. Pledge of Allegiance
  - II. ROLL CALL OF MEMBERS
  - III. APPROVAL OF MINUTES
    - A. June 30, 2025, Minutes
  - IV. REPORTS
    - A. 2025 Kenneth Hood Guidelines
  - V. OLD BUSINESS
  - VI. NEW BUSINESS
  - VII. OTHER BUSINESS
    - A. Announcements / Correspondence
  - VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

Anyone wishing to speak on a subject not on the Agenda may speak at this time. Please limit your comments to three minutes.

*Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact the Health & Human Services Department, at 33 S. Arlington Heights Road, Arlington Heights, IL 60005, [healthmail@vah.com](mailto:healthmail@vah.com) or 847/368-5760.*

**minutes**  
**Village of Arlington Heights**  
**Senior Citizens' Commission**  
**Kenneth Hood Committee Meeting**  
**Arlington Heights Senior Center**  
**Arlington Heights, IL 60005**  
**Monday, June 30, 3:30 pm**

**I. CALL TO ORDER**

Commissioner Vogt called the meeting to order at 3:30 PM. All recited the Pledge of Allegiance.

**II. ROLL CALL**

Present:

Gary Wood  
George Motto  
Fred Vogt  
Sharon Adams  
Fred Feldman

Also Present:

Tracey Colagrossi, Liaison  
Mila Tsagalis, HHS Director

Not Present:

**III. APPROVAL OF MINUTES**

The commissioners reviewed the minutes of February 10, 2025.

**COMMISSIONER VOGT REQUESTED A MOTION TO ADJORN. COMMISSIONER WOOD MADE A MOTION TO ADJORN AND WAS SECONDED BY COMMISSIONER MOTTO. COMMISSIONER FELDMAN AND ADAMS ABSTAINED. THE MINUTES OF FEBRUARY 10, 2025, WERE APPROVED.**

**IV. REPORTS**

The new Health and Human Services Director, Mila Tsagalis attended the Kenneth Hood Award Committee meeting to introduce herself to the Senior Citizens Commission. The commissioners introduced themselves and advised how long they have served.

The Senior Citizens Commission Liaison presented the three Kenneth Hood Award Candidate nominations. Each commissioner had a packet with the candidate's name redacted as well as a scoring rubric.

Each candidate was reviewed then a final score from each committee member was totaled. A final recommendation was made and will be presented to the July 21 Senior Citizens Commission Meeting.

Following the commission's approval, the candidate will be notified and announced on July 31, Dr. Hood's birthday. A reception and presentation will be completed in the fall.

**V. OLD BUSINESS**

No old business was discussed.

**VI. NEW BUSINESS**

No new business was discussed.

**VII. OTHER BUSINESS**

No other business was discussed.

**VIII. PUBLIC COMMENT**

**IX. ADJOURNMENT**

**COMMISSIONER VOGT REQUESTED A MOTION TO ADJORN.**

**COMMISSIONER ADAMS MADE A MOTION TO ADJORN AND WAS  
SECONDED BY COMMISSIONER FELDMAN. ALL WERE IN FAVOR AND THE  
MEETING ADJOURNED AT 4:25 PM ON MONDAY, JUNE 30, 2025.**

# Kenneth Hood Senior Service Award Call for Nominations

Village of Arlington Heights Senior  
Citizens Commission



Do you know someone who goes above and beyond in their volunteer efforts for older adults in our community?

The Arlington Heights Senior Citizens Commission is excited to announce the call for nominations for the 2026 Kenneth Hood Senior Service Award. This prestigious award recognizes individuals and organizations who exemplify the spirit of service and dedication to enhancing the lives of our senior citizens in Arlington Heights.

The Village of Arlington Heights Senior Citizens' Commission are seeking nominations for individuals or organizations who meet the following criteria:

1. Demonstrated a significant contribution of volunteer service to the senior community.
2. Developed, provided, or conducted programs or services that enhance the quality of life for older adults.
3. Embraced or nurtured activities that positively affect the lives of the senior citizen population.
4. While candidates' residency can be outside Arlington Heights, their volunteering must significantly impact the older adults of Arlington Heights.

The Kenneth Hood Award winner will be announced on July 31, in honor of Dr. Kenneth Hood, a revered figure in our community. The presentation of the award will take place at a Village of Arlington Heights Board meeting, accompanied by a reception to celebrate the recipient's remarkable achievements.

Contact us : 847-253-5532 or visit [www.vah.com](http://www.vah.com)

## Table of Contents

<b>History</b>	<b>2</b>
<b>Eligibility Requirements</b>	<b>3</b>
<b>Schedule</b>	<b>4</b>
<b>Expenditures</b>	<b>5</b>
<b>Award Promotion Activities</b>	<b>7</b>
<b>Candidate Nominee Solicitation Techniques</b>	<b>8</b>
<b>Presentation Ceremony/Reception</b>	<b>9</b>
<b>Appendix</b>	<b>10</b>

## HISTORY



A small committee consisting of the Village of Arlington Heights Senior Citizens Commissioners and the Senior Center Manager met to select a suitable memorial to recognize the exemplary service to the senior citizen community performed by Ken Hood and Jack Schimpf. Various memorials such as fountains, plaques and other typical items were proposed and researched. After due consideration, none were deemed to convey the recognition that these men deserved for their leadership and substantial volunteer service.

Two commissioners proposed creating an award titled with Ken Hood's name to be presented annually to a deserving individual or organization. They further proposed naming Jack Schimpf as the first recipient. The committee agreed with these proposals and set about making the concept a reality.

The committee wanted to make this a prestigious award available to the broadest possible pool of candidates, while still maintaining a tie to the Village of Arlington Heights. They drafted Eligibility Requirements\* for future candidates that mirror the standards of service to the senior community exemplified by Ken. The requirement – "Candidates must volunteer in the Village of Arlington Heights" broadens the pool of eligible candidates. This requirement allows an individual or organization to qualify through their volunteer activities even if they were performed in a community other than Arlington Heights as long as the candidate resides in the village.

In addition to drafting Eligibility Requirements, the Committee designed a brochure, a permanent wall plaque, the Award, publicity materials and the Award ceremony. The Award was presented at the Senior Center's 25<sup>th</sup> Anniversary Ceremony to Jack Schimpf's family with the Hood and Schimpf families present.

The Kenneth Hood Senior Service Award Sub-Committee was formed to develop the format and techniques to carry forward the momentum generated by the very successful inaugural presentation. The Sub-Committee developed the following: a schedule, candidate solicitation techniques, promotion methods, publicity materials, an improved trophy and planned the presentation ceremony/reception. This set of guidelines offers techniques to be used by the Sub-Committee members in the future to maintain a consistent approach when they plan, publicize, select and present the Award.

\* Refer to the Eligibility Requirements for a full list of requirements.

## **ELIGIBILITY REQUIREMENTS**

The Kenneth Hood Senior Service Award recipient is announced annually on July 31, Dr. Hood's birth date, to recognize those individuals and/or organizations who have carried forward the torch of service on behalf of today's senior population. Candidates must have exhibited some or all of the following:

- A significant history of volunteer service to the senior community.
- Developed, provided, or conducted programs or services that enhance the quality of life for older adults.
- Embraced or nurtured activities that positively affect the lives of the senior citizen population.
- Candidates must volunteer in the Village of Arlington Heights.

**SCHEDULE**

<b>DATE</b>	<b>ACTIVITY</b>
Apr 15, 2026	Mail letters, applications and brochures to nominators.
May 13-17, 2026	Commissioners contact mailing list to encourage nominations.
June 1, 2026	Nominations returned. (July 1 reserved as an extension).
Week of July 8, 2026	Award committee selects the candidate.
Jul 17, 2026	Candidate recommended to Commission for approval.
Week of July 11,2026	Candidate and nominator contacted.
Jul 31, 2026	Winner announced in a press release.
	Thank you, letters, sent to all nominators announcing the winner and inviting them to the award presentation.
September 2026	Award presentation and reception. Coordinated with regular board meeting.

**Kenneth Hood Senior Service Award Expenditures**

<b>Solicitation Mailing</b>	<b>Number of Items</b>	<b>Cost Per Unit Item</b>	<b>Cost Total</b>
• Letterhead			
• Nomination Form copies			
• Envelopes			
• Labels			
• Postage			
<b>Total Mailing Cost</b>			
<b>Non-Mailing Printing</b>	<b>Number of Items</b>	<b>Cost Per Unit Item</b>	<b>Cost Total</b>
• Nomination Forms			
<b>Presentation</b>	<b>Number of Items</b>	<b>Cost Per Unit Item</b>	<b>Cost Total</b>
Individual Award & Engraving			
Shipping			
Engraving-Wall Plaque			
<b>Total Individual Award/Presentation</b>			
<b>Grand Total</b>			

<b>Reception</b>	<b>Number of Items</b>	<b>Cost Per Unit Item</b>	<b>Cost Total</b>
Invitations, Printed			
Envelopes			
Guest Book			
Corsage			
Paper Goods			
Refreshments			
<b>Overall Reception Costs</b>			
<b>Grand Total</b>			

## **AWARD PROMOTION ACTIVITIES**

### **Solicit nominees using:**

- Personalized letter.
- News stories and press releases.
- Displays at the Senior Center.
- Senior Center web site.
- Newsletter E-blasts to Senior Center/Village emails (17,000)
- Live Well, Age Well Newsletter May/June edition article
- Village social media
- Senior Center Social Media

### **Award Presentation**

- News Reporter Stories
- News Release.
- Social media/website/eblasts

### **Announcing the Award Recipient Using:**

- The Village Cable Station.
- News Stories and Releases
- Senior Center Web Site
- Senior Center Displays
- Updated Brochure on Display.
- Invitations to the Presentation.

Examples of the letters, news stories and press releases are in the Appendix.

## CANDIDATE NOMINEE SOLICITATION TECHNIQUES

**Send a personalized letter enclosing an application and Award brochure to the following:**

- Arlington Heights Senior Center Agencies.
- The Chamber of Commerce.
- Churches.
- Elderly Resource Centers.
- Health Care and Retirement Homes.
- Hospitals.
- Nursing Homes
- Service clubs – American Legion, Kiwanis, Rotary and VFW.
- School Districts 21, 25, 51, and 214 plus other public and private schools.
- Township Officials.
- Village President, Manager and Trustees.

Staff has the complete mailing list with names, titles and addresses.

### **Additional Solicitation Techniques:**

- News stories and releases are sent to the A.H. Herald, Journal and Post.
- Run the TV Spot on the Village cable station.
- Put an article in the Senior Center News Letter.
- Publicize in the Senior Center Web Site/Newsletters/social media/eblasts
- Publicize on the Village Sign Board.

Examples of the letters, press releases and news stories are in the Appendix. A copy of the TV spot is on file at the Senior Center.

## **PRESENTATION CEREMONY/RECEPTION**

The Award is presented in August at the Village of Arlington Heights Board meeting in the Board Room by the Village President. The Senior Citizens Commissioners are asked to attend the presentation and the recipient will be allowed to give an acceptance speech. The press is invited to attend the event.

The presentation is followed by a reception in the Buechner Room. Suggested attendance is limited to approximately 50 people.

Prior to the reception, the following is ordered or arranged:

- Invitations
- Flowers, corsage or boutonniere.
- Table cloth, napkins, utensils, cups and serving dishes
- Cake, cookies, fruit, coffee and water.
- Serving and display equipment.

On the evening of the Presentation set up of the room for the reception prior to the presentation.

After the reception, clean the room, transport the leftovers, trays and equipment to the Senior Center.

## **APPENDIX**

This **APPENDIX** lists the materials and programs employed by the Sub-committee to obtain and select nominees, announce the winning candidate and conduct the Award presentation and reception.

### **Selecting Nominees:**

### **ATTACHMENTS**

### **Soliciting Candidates:**

1. Send personal letters to nominators (includes application and brochure.)
2. Issue press releases seeking nominees.
3. Publish a notice in the Senior Center Newsletter seeking nominees.
4. Use Senior Center displays asking for nominees.
5. Other methods:
  - Senior Center Web Site.\*
  - Village Sign Board.\*
  - **Social media**

### **Announcing the winner:**

6. Press release announcing the Award Winner.
7. Letter to the winner and the nominator.
8. Letters to the nominators of candidates not selected.

### **Award Ceremony/Reception:**

9. Letter to the media asking for coverage of the event.
11. News release to the media.
12. Invitation to the Reception.
13. Revise brochure and Award display.

\*On file at the Center.

April 1, 2026

Mr. James Tinaglia  
Village President  
Village Hall  
Arlington Heights, IL 60005

Dear Mayor Tinaglia,

Help us pass on the torch.

The Arlington Heights Senior Citizens Commission is seeking nominees for the 2024 Kenneth Hood Senior Service Award, an award that recognizes those who carry forth the torch of service on behalf of today's Arlington Heights Senior Citizens population.

- A significant history of volunteer service to the senior community.
- Developed, provided, or conducted programs or services that enhance the quality of life for older adults.
- Embraced or nurtured activities that positively affect the lives of the senior citizen population.
- Candidates must volunteer in the Village of Arlington Heights.

If you know of an individual or organization that meets these qualifications, please return the enclosed nominating form by mail to the Arlington Heights Senior Center, 1801 W. Central Road, Arlington Heights, IL 60005 on or before June 1, 2026 or by Fax at 1/847-253-4476 or by email to [tcolagrossi@vah.com](mailto:tcolagrossi@vah.com) by June 1, 2026. Copies of this form may be found on line through the Village Arlington Heights Website: <https://arlingtonil.seamlessdocs.com/f/2ku7xzhun3tp>

Sincerely,

*Fred Vogt*

Fred Vogt, Chairperson  
Senior Citizens Commission  
Village of Arlington Heights

# Kenneth Hood Senior Service Award

Village of Arlington Heights  
Senior Citizens Commission



The Village of Arlington Heights Senior Citizens Commission are seeking nominations for individuals or organizations who meet the following criteria:

- Demonstrated a significant contribution of volunteer service to the senior community.
- Developed, provided, or conducted programs or services that enhance the quality of life for older adults.
- Embraced or nurtured activities that positively affect the lives of the senior citizen population.
- While candidates' residency can be outside Arlington Heights, their volunteering must significantly impact older adults of Arlington Heights.

Applications are accepted through June 15, 2026:

By using this link: [KHOOD AWARD](#) Or QR Code:



Using the form below, **mail to**  
**Arlington Heights Senior Center,**  
**C/O Tracey Colagrossi,**  
**1801 W. Central Road, Arlington Heights, IL 60005.**  
Fax: 847.253.4476.

Questions or further information, please contact the Senior Citizens Commission Liaison at 847-797-5301 or email [tcolagrossi@vah.com](mailto:tcolagrossi@vah.com)

Nominee Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (H): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email: \_\_\_\_\_

*Why does the Nominee deserve this award? (Please be specific, and give detailed examples. You can use an additional page. Please include years or hours of service and impact on people.)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submitted by: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ (Cell): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact us : 847-253-5532 or visit [www.vah.com](http://www.vah.com)

# Press Release

Arlington Heights

Senior Citizens Commission

Seeks Nominees for

Kenneth Hood Senior Service Award

Press  
Senior Center Newsletter  
Village of Arlington Heights website  
Village Sign Board

The Village of Arlington Heights Senior Citizens Commission is seeking nominations for the fourteenth annual Kenneth Hood Senior Service Award. The award nomination forms are available on the Village of Arlington Heights website <https://form.jotform.com/241004186202037> : by calling 1-847-253-5532. Although nominations are accepted at any time, the deadline for submission for 2023 consideration is June 1, 2024.

Future nominees should also exhibit a history of excellent service to the senior community, have developed or conducted programs that enhance the quality of life for older adults, have embraced or nurtured activities that affect, in a positive way, the lives of the senior citizens population. They must serve as an example by continuing their efforts toward these goals with a zest for the joy of living. Candidates must volunteer in the Village of Arlington Heights. To learn about past winners of the Kenneth Hood award, please visit the Village's website link: <https://form.jotform.com/241004186202037>

This prestigious award carries Dr. Kenneth Hood's name because of his long-dedicated service to the senior citizens of Arlington Heights. After his retirement from the business world, he served on and then chaired the Senior Citizens Commission. He was also one of the early and longest-term members of the board of directors of Arlington Heights Senior Center, Inc. as well as president of that organization. Arlington Heights Senior Center, Inc. is the not-for-profit corporation that raises funds to purchase equipment and support senior center programs. Ken Hood was instrumental in establishing the senior center in 1997. Ken Hood served as president of the Senior Center Advisory Council. He served as secretary of the Noon Hour Rotary Club and as the honorary chairman of the Arlington Heights Senior Center Accreditation Committee. On July 3, 2007, his 100<sup>th</sup> birthday, Dr. Kenneth Hood addressed his peers, friends and family and advocated carrying forward the torch of service on behalf of today's senior citizen population.



Submitted:

Arlington Heights Senior Citizens Commission

Village of Arlington Heights

Tracey Colagrossi, Commission Liaison

1-847-253-5532

[tcolagrossi@vah.com](mailto:tcolagrossi@vah.com)

Senior Center Newsletter article

## Senior Citizens Commission Seeks Nominees for Kenneth Hood Senior Service Award

The Village of Arlington Heights Senior Citizens Commission is seeking nominations for the fourteenth annual Kenneth Hood Senior Service Award. The award nomination forms are available on the Village of Arlington Heights website: <https://form.jotform.com/241004186202037> , or by calling 1-847-253-5532. Although nominations are accepted at any time, the deadline for submission is June 1, 2026.

Prior recipients of the Kenneth Hood Senior Service Award include Donna and Al Kunz, 2025; Leo DeAngelis, 2024; Steven Schultz, 2023; James Harbaugh, 2022; Mary Stitt, 2019. Future nominees should exhibit a history of excellence in volunteer service to the senior community, have developed or conducted programs that enhance the quality of life for senior citizens, have embraced or nurtured activities that affect, in a positive way, the lives of the older adult population. They must serve as an example by continuing their efforts toward these goals with a zest for the joy of living. Candidates must volunteer in the Village of Arlington Heights



### 2026 Hood Memorial Press Contacts

- 1) [www.triblocal.com](http://www.triblocal.com)  
Karie is already registered:  
Password XXXXXX; postname: KarieVanGrinsven (no spaces)  
Karen is also registered:  
Password: XXXXXX; postname: karenhansen  
[community.chicagotribune.com](http://community.chicagotribune.com) (direct for triblocal)
- 2) [journalnews@mail.com](mailto:journalnews@mail.com)  
Email: [lifestyles1@journal-topics.info](mailto:lifestyles1@journal-topics.info)
- 3) Daily Herald Fax: 1-847-427-1301  
Daily Herald online: [dailyherald.com/share](http://dailyherald.com/share)  
Can share an article, photos or an event – I mainly use the event one
- 4) [CardinalNewsTip@Arlingtoncards.com](mailto:CardinalNewsTip@Arlingtoncards.com)
- 5) Village Of Arlington Heights web page: [www.vah.com](http://www.vah.com)  
[ameade@vah.com](mailto:ameade@vah.com)

# Press Release

Press  
 Senior Center Newsletter  
 Village of Arlington Heights website  
 Village Sign Board  
 Mayor for Presentation

Today, on July 31<sup>st</sup>, on Ken Hood's birthday, the Village of Arlington Heights Senior Citizens Commission proudly announces that Mr. Terence McElroy is the 10th recipient of the annual Kenneth Hood Senior Service Award. Mr. McElroy will be presented with the Award at the Village Board of Trustees meeting on September 18.

Mr. McElroy has spent nearly seventeen years (18,370 documented hours) as a volunteer at Catholic Charities Northwest Senior Services located at the Arlington Heights Senior Center. He began volunteering full time with the organization in January 2001 and continued through 2006. From 2006 through present, he has donated between 400 and 800 volunteer hours per year.

Initially, he used his corporate experience and expertise to evaluate, assess and recommend improvements and changes in practices and procedures employed by the Catholic Charities Northwest Senior Services.

Early on in his career as a volunteer, Terry became known as the go-to expert in nearly all matters of benefits. He became certified by the Illinois Department on Aging on the Community Care program, and was trained in the Illinois Volunteer Money Management Program, which helps older adults in overseeing their finances and paying their bills. He is also a trained Senior Health Insurance Program counselor and an expert on Medicaid.

With this training, he is able to counsel, direct and enroll clients into the benefit programs that are best suited to help them, such as Medicare Part D, applying for a property tax freeze, SNAP/Food Stamps and guiding people through the Senior Health Insurance Plan. During these years, Terry has built up a clientele of people who just chose to wait as long as it takes to have Terry help them with their paperwork, regardless of whether someone else can help them sooner. Terence McElroy is viewed as the ultimate expert.

Mr. McElroy came to Catholic Charities as a Corporate Executive Loan through General Mills, to provide his expertise and business perspective for two years. Seventeen years later, Terry is still volunteering and still reluctant to be credited with his volunteer service hours. He served on the Catholic Charities Regional Advisory Board. He has handled many outreach assignments and provided numerous presentations about the services to those in need, as well as staffed information tables at various health fairs to advise people about what is available

“Terry found his niche helping those seniors who most needed his help. We are so fortunate he chose us seventeen years ago.” And, like Ken Hood, whom this award is named after, Mr. McElroy has been helping people with a zest for life and a sense of humor.

Submitted:

Arlington Heights Senior Citizens Commission, Village of Arlington Heights

Karen Hansen, Commission Liaison

1-847-253-5532; [khansen@vah.com](mailto:khansen@vah.com)

Submitted on July 31, 2017



*Your article has been posted*

You can see your article here: [Arlington Heights Senior Citizens Commission Announces 2017 Kenneth Hood Award Recipient](#)

Your article is visible on these pages:

- [Arlington Heights](#)

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435 N. Michigan Ave., Chicago, IL 60611*

July 31,2025

Ms. Maureen Seleski

636 N. Salem

Arlington Heights, IL 60004

Dear Maureen,

The Village Of Arlington Heights Senior Citizens Commission was delighted to have received an application submitted by Trustee Bert Rosenberg nominating you for the 2025 Kenneth Hood Senior Service Award. We are proud to inform you that you are the recipient for this year's award.

We commend and thank you for carrying forth the torch embodied in Ken's contributions to senior citizens. We applaud your accomplishments in the field of aging and the impact these have made upon senior citizens.

Sincerely,

Sharon Ann Foss

Chairperson

Village of Arlington Heights

Senior Citizens Commission

July 27, 2016

Trustee Bert Rosenberg

416 W. Brampton Lane  
Arlington Heights, IL 60004

Dear Trustee Rosenberg,

The Arlington Heights Senior Citizens Commission is truly appreciative that you took the time to submit a well written application nominating Maureen Seleski for the 2016 Kenneth Hood Senior Service Award. We are proud and delighted to inform you that Maureen has been named the recipient.

Maureen has truly carried forward the torch on behalf of today's senior citizens, thereby continuing the legacy of Kenneth Hood. We applaud the wonderful contributions that Maureen has made to assist senior citizens, as well as to the field of aging and the impact these have had upon senior citizens in Arlington Heights. We thank you for bringing these accomplishments to the attention of the Senior Citizens Commission.

Sincerely,

Sharon Ann Foss

Chairperson

Village of Arlington Heights

Senior Citizens Commission