



**SPECIAL EVENTS AND PARKS COMMISSION  
JANUARY 20, 2021 REGULAR MEETING AGENDA**

Meeting Date: January 20<sup>th</sup>, 2020  
Meeting Time: 6:30pm  
Meeting Location:

**Virtual Zoom Meeting:**

Join Zoom Meeting

<https://us02web.zoom.us/j/87357086319?pwd=UVk2TWVzQ3FrVXk1eFNkbnBjOEtzdz09>

Meeting ID: 873 5708 6319

Passcode: 60110

One tap mobile

+13126266799,,87357086319# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 873 5708 6319

Anyone who wishes to make a Public Comment during the Sparks meeting must either: (a) provide a written statement to be read aloud; or (b) provide their name and intent to be recognized to speak during the meeting. Either must be submitted by email to: [kgray@cville.org](mailto:kgray@cville.org) or drop it off in person by 4:45 p.m. on January 20th, 2021, in the Drop Box located in the South Parking lot of Village Hall, 1200 L.W. Besinger Drive, Carpentersville, IL, 60110 (located off Maple Avenue).

1. Call to Order
2. Roll Call: Miller \_\_\_ Cwynar\_\_\_ Lussier-Harned \_\_\_ Maniscalco\_\_\_ Sanchez \_\_\_ Sandoval\_\_\_ Vela\_\_\_
3. Approval of December 9th, 2020 Special Events and Parks Commission Meeting Minutes (attached)
4. Public Comment:
5. Communication:
6. Presentations:  
Marylou Houck – Virtual Event Presentation
7. Budget
8. Old Business
  - 2020 Holiday Lighting Contest - Review
9. New Business/Pending items to Discuss
  - 2021 Special Events & Parks Commission Events – Schedule Discussion
10. Commission Member Report
11. Staff Liaison Report:
12. Adjournment: Move\_\_\_\_\_ Second\_\_\_\_\_

**SPECIAL EVENTS AND PARKS COMMISSION**  
**December 9<sup>th</sup>, 2020 SPECIAL MEETING MINUTES**

Meeting Date: December 9th, 2020  
Meeting Time: 6:30pm

Call to Order: Chairperson Miller called the Zoom meeting to order at 6:35pm.

Roll Call: Those in attendance were Commission Members Sara Miller, Trustee Maria Vela, Stephanie Lussier-Harned, Jo Maniscalco, Alejandro Sanchez, Brenda Sandoval, Trustee Jeff Frost, Trustee Humberto Garcia and Director Kevin Gray

Approval of Minutes: October 21<sup>st</sup>, 2020 Special Events & Park Commission Regular Meeting

- Stephanie Lussier-Harned motioned to accept, Brenda Sandoval seconded, All were in favor of the minutes, motion approved.

Public Comment: None

Communication: None

Presentations

- Introduction of new Special Events & Parks Commission Members:  
Alejandro Sanchez, Jo Maniscalco & Brenda Sandoval
  
- Presentation  
Marylou Houck – Virtual Event Presentation  
Technical difficulties – was unable to attend.

Budget: None

Old Business:

- Holiday Lighting Contest  
Chairperson Miller reviewed the 2020 Holiday Lighting Contest
  - 47 Contestants registered.
  - Facebook Contest on Carpentersville Today – Adam Parchert
  - Prizes – 1<sup>st</sup> Place \$500, 2<sup>nd</sup> Place \$250, 3<sup>rd</sup> Place \$100 (each category) & 1 Facebook winner for \$500. Gift Cards would be purchased at various Carpentersville Businesses.
  - Contestants would be notified they placed as a winner on December 22<sup>nd</sup>, 2020
  - Prize placement announcement and presentation would be at the January 19<sup>th</sup>, 2021 Board Meeting. Kevin Gray stated that if the January 19<sup>th</sup>, 2021 meeting is a Zoom meeting prizes would be delivered to the winners.
  - Trustee Maria Vela suggested sending out email to Commission Members and the Board of Trustees regarding volunteering to be a judge.
  - Kevin Gray mentioned that there was a request for a business category for next year.
  - Chairperson Miller asked for a motion to approve a “Thank You – Gift Card of \$10.00 to be sent to each contestant that registered for the contest. All concurred.
  
- Fish Food Pantry 50<sup>th</sup> Anniversary – Bench Donation
  - Kevin Gray stated that the Village installed the concrete pad, the bench was donated by Fish Food Pantry and was installed facing inward.
  
- Timothy McNamee Park Shelter
  - Structure and picnic bench has been installed.

New Business/Pending items to Discuss:

- 2021 Special Events & Parks Commission Meeting Schedule
  - Jo Maniscalco asked how often the Commission meets. Sara Miller stated once a month on the 3<sup>rd</sup> Wednesday of the month, unless a special meeting is scheduled.
  - Chairperson Miller asked for a motion to approve the 2021 Special Events and Parks Commission meeting schedule. All were in favor, motion approved.
- 2021 Events Calendar – to be discussed at the January, 20<sup>th</sup>, 2021 meeting.

Commission Member Report:

Staff Liaison Report:

Adjournment:

As there was no further business, Stephanie Lussier-Harned motioned to adjourn the meeting, seconded by Jo Maniscalco. All concurred. Meeting adjourned at 7:40pm.