

**MEETING MINUTES FOR THE REGULAR MEETING OF THE
COMMUNITY RELATIONS CITIZENS ADVISORY BOARD
OF THE VILLAGE OF CAMPTON HILLS
JANUARY 27, 2016 AT 7:00 P.M.
Village Hall-Campton Hills
40W270 LaFox Road, Suite B, Campton Hills, IL 60175**

I. **Call to Order:** Jayne Holley called the meeting to order at 7:15pm.

II. **Roll Call Present:** Jayne Holley, Sue Windland, Norm Turner, Carol Stolte
Absent: Jim McKelvie (excused); Patty Hoppenstedt (excused)

III. **Approval of meeting minutes** from January 13, 2016: Sue moved to accept minutes, Norm seconded the motion; unanimously approved.

IV. **Comments from the Public**-none

V. **Old Business**

a. **Winter Wonders in Campton Hills, Feb. 20, 2016**

- Jayne distributed document outlining action plans, activities, and volunteer assignments. Committee discussed.
- Jayne moved that we consider using Olaf (character from movie, Frozen) at future winter events. Sue, seconded the motion; unanimously accepted.
- Sue confirmed the scheduling of the dog sleds for our 2017 Winter Wonders event. The event must be held on February 25, 2017 to accommodate the availability of the dogs.
- Committee agreed that profit made at the event would be donated to the new Ronald McDonald House in Winfield, IL. In keeping with the charity being promoted at the February 20th event.
- Jayne shared the design for the additional signs to be purchased to promote the Winter event. (Signs will be constructed so that they can be used for multiple years as the date will be easily updated.) Committee discussed. Sue moved that we purchase 2 double-sided banners as discussed. Norm seconded and the motion was unanimously approved.
- The committee then discussed the design and wording of the flyers to be used to promote the 2016 event.
- Jayne outlined the marketing and press releases to be employed.

b. **Revised award recognition procedures:** Discussion tabled until February 24th meeting.

VI. **New Business**

a. **Other business:** An additional planning meeting for the Winter event will be held on February 10th at the Village Hall at 7pm.

VII. Next month's regular meeting is February 24, 2016 at 7:00 pm, Village Hall-Campton Hills, 40W270 LaFox Road, Suite B, Campton Hills, IL 60175

VIII. Adjourn Meeting: Norm moved that the meeting be adjourned at 9:40pm, Sue seconded the motion; it was unanimously approved.

A handwritten signature in cursive script, appearing to read "Holly".