

**MEETING MINUTES FOR THE REGULAR MEETING OF THE
COMMUNITY RELATIONS COMMITTEE
OF THE VILLAGE OF CAMPTON HILLS**

September 27, 2017 at 7:00 P.M.

**Village Hall – Campton Hills
40W270 LaFox Road, Suite B
Campton Hills, IL 60175**

- 1. Call to Order:** 7:13pm
- 2. Roll Call:**
Present- Jayne Holley, Silvana King, Phillis Nowicki, Norm Turner, Sue Windland.
Absent: Patty Hoppenstedt
- 3. Approval of meeting minutes:**
 - a. August 23, 2017 - Motion to approve the minutes made by Sue Windland, seconded by Silvana King.
- 4. Comments from the Public:**
 - a. Nothing to Report
- 5. Old Business:**
 - a. Email - Open Meetings Act (OMA): Committee members to use the BCC when sending out emails to the group. When a response comes back it will only go to the sender, not the group.
 - b. Open Meetings Act (OMA): Two members still need to complete the training course online.
- 6. New Business:**
 - a. Awards program:
 - i. Press Release - Norm discussed where the press releases were published. Elburn Chronicle twice, not the Kane County Chronicle, have not seen in the Daily Herald. Tribune does not cover our area. Community Counts has had it posted every week. Also on local church bulletins. Norm said we will have a local paper covering the presentation of the award in January 2018.
 - ii. Sub Committee for the Awards Program are as follows: Norm Turner (Sub Committee Chair), Mike Millette and Laural Garza.
 - iii. Award Certificate: Discussed changes and will have a final copy to approve at October 25th meeting.

b. Holiday in the Hills Event:

- i. Phillis discussed the banners. Permission was granted for our banners to be located on the bridge (rt 64 & La Fox) both sides. Will find out when the earliest we are allowed to put them up.
- ii. Phillis working on getting 2 new banners (3'x10' or 3'x12'), 20 yard signs, and change the dates on the original 3 banners double sided. Will get quote and EDC said they would split the cost, depending on total and their budget.
- iii. Phillis will have final copy of flier by October 25th meeting.
- iv. EDC needs to have sponsor list, scavenger business list, and bus commitment and insurance by November 1, 2017. EDC was thinking about more lights, like the flood holiday lights.
- v. Lights on the tree need to be done by Thanksgiving.
- vi. Kiwanis will be supplying candy canes and would like to have a table to recruit new members.
- vii. Phillis will try out markers on the ornaments.
- viii. Silvana will work on the letter to local schools to help make the ornaments for the tree decorating. Should be out by middle of October.

7. Other items that may normally be addresses by the Community Relations Committee:

8. Notice: Next month's regular meeting is October 25, 2017 at 7:00pm, Village Hall-Campton Hills, 40W270 La Fox Road, Suite B, Campton Hills, IL 60175

9. Adjournment: Motion made by Jayne Holley, seconded by Norm Turner

