

MINUTES
SPECIAL MEETING MINUTES OF THE COMMUNITY RELATIONS CITIZENS
ADVISORY BOARD OF THE VILLAGE OF CAMPTON HILLS

Notice is hereby given that on the call of the Chairman of the Community Relations Citizens
Advisory Board of Campton Hills a special meeting was held on
Wednesday, November 9, 2016 at 7:00 pm
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 7:05 pm.

II. Roll Call Present: Norm Turner, Jim McKelvie, Carol Stolte, Jayne Holley; Committee Members present approved of Sue Windland participating via telephone.
Absent: Patty Hoppenstedt (unexcused)

III. Comments from the Public: None

IV. Old Business

a. Holiday in the Hills, Friday, December 2, 2016-update

- Jayne updated committee on the tree the CR Committee will decorate and light—the one in front of the Village Hall; the Economic Development Committee is working on lighting for the trees across the street. The goal is to light all trees simultaneously.
- Sue will contact the Police Chief about police help to direct traffic across LaFox Road on the night of the event.
- Sue will talk to Chris Raneri about who should receive the Certificate of Insurance regarding the land where the tree is located.
- Sue purchased lights for the tree—approximately 2000.
- Norm suggested that Elgin Community College students may be able to help decorate the tree as they have an organization which promotes community participation by students who in turn, receive college credit. Jayne will explore.
- Jayne shared the school flyer that she and Carol have worked on. The flyer gives instructions and ideas for decorations that children can make and donate to help decorate the Village's holiday tree.
- The Kiwanis Club will donate candy canes for Santa to give to children; Old Second will provide a drop off location for items/money which people wish to donate to the Midwest Shelter for Homeless Veterans.
- Live music will be provided by and Thompson Middle School; the Elgin Youth Orchestra (brass quartet) has not been confirmed.
- Flyers promoting the Dec. 2nd event and the "Coffee with a Cop" were distributed to Committee Members who will take around to businesses in the next couple of weeks.

- Norm and Carol shared information about cost of holiday cookies that they had gathered from various bakeries in the area. The Committee agreed that we should go with those at Meijers. Norm to purchase. We will distribute the cookies to children in a plastic bag as they leave the Village Hall.
- Jim moved to approve the purchase of 2 insulated beverage containers that can be used to serve hot chocolate on Dec. 2nd, as well as at the Village's Winter Wonders Event in February. Jayne seconded the motion. Committee voted unanimously to approve.
- Jim will work with Mike Tyrell to secure the supplies needed for roasting chestnuts.
- Jayne shared designs for the 3 signs that could be used to promote the event. Norm moved that we purchase 1 double-sided sign and 2 single-sided signs for the event. Jim seconded the motion. All present approved.
- Jayne moved to allow Sue to spend \$200 to purchase evergreen garlands and decorations from Wasco Nursery who is providing at a discount. Decorations will be used to decorate Village office and outdoor wooden signs. Jim seconded the motion. It was unanimously approved.
- Sue asked for dried "weeds" to be donated by members to help decorate the evergreen garlands.
- Schedule for the night's events discussed. Proposed that Santa arrive by fire truck about 6:30 pm, Harry will welcome guests and introduce Santa who will light the tree at 6:45 pm.
- Honorariums/gift cards for Mr. and Mrs. Santa and the school music groups will be discussed at the next meeting.
- Discussed chairs to be used for Mr. and Mrs. Santa.

VI .New Business

- a. Other-Discuss adding a special meeting Nov 30 if needed.

VII. Notice this month's regular meeting is November 16, 2016 at 7:00 pm, Village Hall-Campton Hills, 40W270 LaFox Road, Suite B, Campton Hills, IL 60175

VIII. Adjourn Meeting: Norm moved to adjourn the meeting at 8:50 pm. Jayne seconded the motion; all approved.

