

**VILLAGE OF HOFFMAN ESTATES
CULTURAL AWARENESS COMMISSION
Meeting Minutes
Tuesday, January 3, 2023**

7:15pm – Regan Room – Village Hall – Also virtually via GoToMeeting

I. CALL TO ORDER

Chair Kathryn McCord called the meeting to order at 7:18 pm.

II. ROLL CALL

Present

Kathryn McCord, Chair
Ximena Atristain-Bigurra
Susan Cooper
Demetrius Gibson
Arlene Montañez
Jean Stone
Bonnie Wurster
Alisa Kapusinski

Absent

Sandra Lahoz -excused
Kevin Wendorf - excused
Eric Fox - not excused
Minerva Milford – not excused

Staff Liaison

Patrick Seger
Cathy Doczekalski

III. APPROVAL OF MINUTES – December 6, 2022

Motion to approve the minutes made by Kathryn McCord, with one correction. Kathryn indicated that the minutes need to reflect that Eric Fox confirmed that Rick Lockhart would be the speaker for Black History Month. Motion with amendment was seconded by Demetrius. Voice vote, all in favor. Motion passed and minutes approved.

IV. OLD BUSINESS

MLK Jr. Breakfast – January 16, 2023

Kathryn ask Jean if we have finalized the entertainment sequence between the Christian Tabernacle Church Praise Choir and Char. Jean indicated that she has left an e-mail with

her contact and was advised that they are very busy during the Christmas season and would not be able to coordinate with Char. Bonnie indicated that she was awaiting word from the Choir before speaking to Char. Then Kathryn discussed the sequence of entertainment with having Char sing 3 to 4 songs for approximately 15 to 20 minutes and starting at approximately 8:45 a.m. After the speaker presents, the Christian Tabernacle Church Praise Choir will be introduced and sing 3 to 4 songs for approximately 15 to 20 minutes. Kathryn will update the program reflecting those changes and provide the program copy to Bonnie and Jean so they can communicate to both Char and the Choir respectively so they are aware as to when they are to perform.

Further discussion occurred about the MLK Jr. event as Ximena confirmed that she will be purchasing 40 white table cloths, Patrick will be ordering the flowers for the event which will be picked up by Jean the Sunday before the event and commission members will be at Village Hall at 7:00 a.m. to set up the room. Patrick and Cathy will have the flower vases cleaned and ready to go that morning.

Patrick was asked if the Mayor is aware that he will be welcoming the audience that morning and Patrick indicated that the Mayor's office is aware. Patrick was asked to follow-up on sending an invitation to Rick Lockhart to the MLK breakfast and he indicated he would do so. Patrick indicated that the event is very close to being all set. He will be sending out e-mail to Village management team confirming the details of the team that will be cooking that morning. His team will be ordering all of the supplies, including plates, napkins, plastic utensils, and the breakfast food that we have cooked and provided in the past.

Arlene was asked if she confirmed both Pastor John Bonilla and performing the Invocation or opening prayer as well as Pastor Miguel Gonzalez for doing the Benediction or closing prayer. Arlene assumed that Patrick had e-mailed them about the confirmation, which he indicated he had not. Arlene was asked to communicate to them to confirm that they will be prepared to provide prayers as discussed. Arlene indicated that she would communicate to them via Facebook and or text.

Lastly, it was determined that Kathryn would provide the closing remarks for the event which would include thanking the attendees and all of the agencies who have supported the event, including introducing the CAC members. She would also share with the audience the total number of non-perishable items that were collected during the morning's event from the AKA's.

Black History Month – February 25, 2023

Kathryn moved on to discussion around finalizing the Black History Month (BHM) event. She asked Bonnie if Char was confirmed for entertainment for the event and Bonnie indicated yes. Also, Bonnie was asked about the step entertainment and she indicated that she was in contact with them however, has not finalized the program as of yet. Kathryn asked if Rick Lockhart was confirmed as the speaker. Rick was confirmed during the

November meeting by Eric Fox. Kathryn also mentioned that the theme for the BHM would be youth and leadership. Bonnie indicated that she was in contact with Rick about the theme to incorporate into speech and he indicated that he will work that into the speech. Kathryn also confirmed that the commission will be providing food for the event from Jewel consisting of chicken, cold salads and cake. Kathryn will place the order for the food for the event. Demetrius was also confirmed that he will MC the BHM event.

Kathryn mentioned the cost of food and that increasing the budget by 15 percent year over year would be important. Patrick indicated that he was under the impression that the request from the commission during the last meeting was for him to request a 15 percent increase to the commission budget for next year (2024). Kathryn pointed to the last meeting minutes which indicated a 15% increase year over year and Patrick indicated that was not his understanding, and wanted to be completely transparent that increasing the commission budget 15 % each year was not something that he would recommend.

Demetrius suggested that we move forward with the request of a 15% adjustment for the 2024 budget and we take a look at the cost of things each year and determine if an increase is necessary. The commission did not disagree with that approach and Patrick indicated that is a far more reasonable approach as the economy impacts budgets year over year and it is very difficult to project such costs over many years.

Unity Day – June 3, 2023

Kathryn informed the commission that she was working on setting up Unity day and has a potential speaker that will be able to speak on the History of Unity day. Kathryn has also been in contact with an American Indian agency and working with them on some entertainment concepts. She believes the American Indian culture has been underrepresented and she believe it would be great to have them join the event. She also indicated she has been in contact with a German entertainment group.

V. NEW BUSINESS

Demetrius asked if the Schaumburg township board can be invited to the MLK Jr. breakfast and the commission indicated that would be fine. Demetrius to send the township contact information to Patrick and he can work with him directly to get invitations out to those members.

VI. ADJOURNMENT

Motion was made by Jean and seconded by Bonnie Wurster to adjourn the meeting. Voice vote, all in favor. Motion passed and meeting was adjourned at 7:55 PM.

*The next meeting of the Cultural Awareness Commission
will be Tuesday, February 7, 2023*