

**VILLAGE OF HOFFMAN ESTATES  
CULTURAL AWARENESS COMMISSION  
Meeting Minutes  
Tuesday, March 7, 2023**

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

I. CALL TO ORDER

Acting Chair Bonnie Wurster called the meeting to order at 7:18pm.

II. APPROVAL OF MINUTES – February 7, 2023

Minute edits: Ximena Atristain-Bigurra was in attendance.

Motion to approve to minutes with edits made by Bonnie Wurster, seconded by Jean Stone. Voice vote, all in favor. Motion passed and the minutes were approved.

III. ROLL CALL

**Present**

Ximena Atristain-Bigurra  
Jean Stone  
Alisa Kapusinski  
Bonnie Wurster  
Eric Fox  
Sandra Lahoz

**Absent**

Kathryn McCord, excused  
Susan Cooper - excused  
Minerva Milford, excused  
Demetrius Gibson, excused  
Arlene Montañez, excused  
Kevin Wendorf- unexcused

**Staff Liaison**

Patrick Seger  
Cathy Doczekalski

IV. CHAIRMAN’S REPORT

Chairman McCord was not at the meeting. She emailed the commission her notes on Unity Day.

V. OLD BUSINESS

**Black History Month Celebration – February 25, 2023**

The event summary document was distributed and reviewed for the commission. Patrick Seger summarized the summary document including the actual expenses and entertainment timeframe. Patrick also showed the flyer that was distributed to attendees with a QR code on it to highlight upcoming events.

The commission was asked if there was any additional feedback on the event. Via email Kathryn noted that she is not able to use QR codes. Bonnie thought we should advertise sooner. Jean mentioned that a new event needs to highlight the market we want to attract.

Patrick reviewed the annual event calendar and noted how early events need to be finalized in order to be marketed better by the Village.

Bonnie made a motion to table the planning of MLK event and Black History Month 2024 events. Eric seconded the motion.

### **Unity Day – June 3, 2023**

Kathryn emailed the commission the event planning document that summarized the event details. Ximena asked if there was a stipend for the entertainment. Patrick stated that within the budget there is a \$150 per act allotment.

The commission reviewed the Unity Day event planning sheet. The timeline discussed was to serve food by Noon with entertainment starting at 12:30pm. The commission will need to confirm with Kathryn on what entertainment has been secured and within what timeframe.

Eric suggested that we provide signs for the food being served to explain the types of food. In addition, a note on the table would help as well.

#### **VI. NEW BUSINESS**

Next month, the commission will need to determine who is leading the MLK event and who is leading the Black History event.

#### **VII. ADJOURNMENT**

Motion was made by Bonnie Wurster and seconded by Ximena Atristain-Bigurra to adjourn the meeting. Voice vote, all in favor. Motion passed and meeting was adjourned at 8:24pm.

***The next meeting of the Cultural Awareness Commission will be Tuesday, April 4, 2023.***