

**VILLAGE OF HOFFMAN ESTATES**  
**CULTURAL AWARENESS COMMISSION**  
**Meeting Minutes**  
**Tuesday December 5, 2023**

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

I. CALL TO ORDER

Acting Chair Ximena Atristain-Bigurra called the meeting to order at 7:22 pm.

II. ROLL CALL

**Present**

Ximena Atristain-Bigurra, Acting Chair  
 Stefania Chicaiza  
 Susan Cooper  
 Sandra Lahoz  
 Jean Stone  
 Bonnie Wurster (virtual)

**Absent**

Eric Fox – excused  
 Minerva Milford – excused  
 Arlene Montanez – excused  
 Kathy McCord – excused

Staff Liaison – Patrick Seger  
 Staff Liaison – Cathy Doczekalski

Motion to accept Bonnie as virtual attendee made by Jean and seconded by Stefania.  
 Voice vote; all in favor to accept Bonnie as a virtual attendee.

III. PUBLIC COMMENTS

None

IV. APPROVAL OF MINUTES – Oct 3, 2023, and Nov 14, 2023

Regarding the minutes of Oct 3, 2023, Jean made a motion to accept the minutes from Oct 3, 2023, and Sandara seconded. Voice vote; all in favor.

Regarding minutes of November 14, 2023, the meeting could not be held for lack of majority of quorum, Ximena was present in person and Bonnie was ready to join remotely, but Bonnie could not be approved as attendee due to a lack of a majority of quorum.

## V. OLD BUSINESS

### **Hispanic Heritage Fiesta**

Ximena said everything went well but the Chamber of Commerce rep was absent.

Jean said one pan of rice was left over and so we should cut one pan of rice next year.

Stefania said the pupusas should be clearly labelled chicken or pork to help with serving, and maybe have only chicken next year. Ximena said she thought it was only chicken this year.

Ximena said that next year, we should order some half trays/pans of food to make the heating and serving easier.

Sandra said that the Village should send a certificate/letter of appreciation to the dance studio as it did not take payment for their performance. Patrick will work with Hallie to send certification of appreciation.

Also mentioned the Speaker was good, but a bit dry/monotone.

Patrick asked whether we should have a pinata next year or just throw candy for kids. Members said they were in favor of the pinata as children liked it.

Sandra said that Minerva's students left their craft incomplete and did not clean up the mess their craft made. Patrick said we could let Minerva know of this and have a process for children to complete projects and clean up afterwards.

Susan said that the library wants to send staff next year to run the craft which they will provide.

The next Hispanic Heritage Day is on 10/19/24 from 2 to 4:30 PM.

### **MLK Day**

Patrick said the Village Management Team will make breakfast and the RSVP list is all set. Invitations go out the 3<sup>rd</sup> week of December and we will invite the same group as last year. The Honor Guard will also join.

Bonnie asked if the contract has been sent to OneChoir, and Patrick indicated that he believed it was sent out, however, would double check. Bonnie asked if the choir should come early, and Patrick asked if they had equipment. Bonnie said they did and Patrick said the choir should come between 7:00 and 7:15 AM to set up equipment before people arrive at 7:30 AM.

Patrick said the program is to start with the Honor Guard and then a welcome by the Mayor (between 8:00 and 8:15 AM).

The topic of the MC was discussed. Patrick said we could ask Demetrius and Jean agreed to contact Demetrius to see if he is interested. Patrick also said one of the Commissioners should be the MC, and Jean agreed to be MC if Demetrius declines.

Jean will contact the two sororities to help with guest registration and food drive collection.

Stefania and Sandra said they know an administrator at District 214 if an MC is needed.

Ximena will buy and bring tablecloths. Patrick and Cathy will order flowers from Jewel and Jean will pick them up the evening prior to the event.

Commissioners should arrive between 6:30 AM and 6:45 AM with non-perishable food for the food drive. Attendees will be asked to bring such donations too and this will be mentioned in the invitation so that we collect more for the food drive.

The library will come with pencils, bookmarks, or ribbons. Bonnie will contact the library for this.

Patrick will arrange for the beverages, napkins, plates etc.

### **BLACK HISTORY MONTH**

Bonnie said the speaker will be Herb Porter and the Funk Brothers band will provide entertainment. A motion to accept this was made by Bonnie and seconded by Jean. Voice vote: all in favor.

Bonnie said a party pack will be bought from Jewel for 96 people. Food will be potato salad, chicken, macaroni salad, coleslaw, potato wedges and Hawaiian rolls. Cost \$130.

It was discussed that due to the popularity of Herb Potter and the Funk Brothers band, the event may draw double or triple the usual number of attendees.

The event is on 2/24/24 from 2:00 to 4:30 PM, and Commissioners should arrive by noon.

#### VI. NEW BUSINESS

None.

#### VII. ADJOURNMENT

Motion was made by Ximena and seconded by Sandra to adjourn the meeting. Voice vote: all in favor. Motion passed and the meeting was adjourned at 8:23 PM.

**Minutes submitted by Susan Cooper on December 8, 2023**

*The next meeting of the Cultural Awareness Commission will be on Tuesday, January 2, 2024.*