

VILLAGE OF HOFFMAN ESTATES
Celtic Fest Commission
Meeting Minutes
Tuesday, August 6, 2024

4 pm – Regan Room – Village Hall

I. CALL TO ORDER

The meeting was called to order by Jenn at approximately 4:00 p.m.

II. ROLL CALL

Present

Jenn Djordjevic
Doris Harner
Joane McLeod
Ben Gibbs
Mayor McLeod
Linda Scheck
Craig Kuhne

Absent

Mayor Chris Nelson

Staff Liaison

Patrick Seger

Guest

Kayla London
Michaela Souronis
Alicia Guerrero
Kevin McGraw

APPROVAL OF MINUTES –

A motion to approve the June 4, 2024, and July 23, 2024, minutes was made by Mayor McLeod and seconded by Linda and all commission members were in favor.

III. PUBLIC COMMENT-

No comments from the public.

IV. OLD BUSINESS

Linda – reported out on vendors and we are finalizing the flag lady. Awaiting to hear if Meze will be participating again this year. All other vendors have been confirmed. Reminders will be sent out to them. Kayla indicated that the tents and tables will be set up by Thursday. Including lights and fans. Kevin indicated that they will be at the site at 7:00 a.m. on Thursday to set up tents. Table signs have been made by Michaela.

The golf cart will be available needed to help vendors to set up during the early portion of the day and break down at the end of the event.

Chicago face painters may be placed in a 10 by 10 pop up tent which will be located near the food donation area. There will also be a 10 by 10 pop up tent for the balloon vendor.

Large buckets at the animal area for drinking water. Also, cooler with iced water for the entertainers. Linda requested to have moving blankets available for the animals (Dogs) to lay down on.

Linda suggested sponsor signs to promote sponsors. Linda provided Patrick and Jenn the MC script. Jenn suggested Hoffman Estates community bank be included in the sponsorship script.

Patrick provided an update on the entertainment and that they are all set with the sound engineer for both stages and Patrick will be sending out a communication to them regarding load in and to park on the street in front of the fest.

A discussion took place on developing a map that reflects areas where animals will be located. Ben's team will be working up revised information.

Ben had mentioned that there will be over 70 Corgi's participating in the race. Jenn discussed parking and Tate and lisle or the west lot.

Alysia indicated that we will all be set for the food for the event. Linda suggested signs indicating the menu and prices. The food items are split between two concession stands with appropriate signate.

Craig spoke about marketing. Creating separate events for the whisky tasting with 1300 responses and the Corgi race which has received over 1500 responses. Also, Instagram as well on website and on the Police department electronic sign.

It is anticipated that we will exceed last year's numbers, which should increase food donations.

Patrick confirmed that all the checks have been cut for the vendors and entertainers. Patrick and Jenn indicated that would be at the event close to 11:30 or 11:45 a.m.

V. NEW BUSINESS

No new business.

VI. ADJOURNMENT

A motion to adjourn the meeting was made by Linda and seconded by Joanne, all commission members in favor. The meeting was adjourned at 4:42 p.m.

The next meeting is scheduled for Tuesday, September 3, 2024 at the Village Hall.