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## MINUTES OF THE COMMUNITY RESOURCES COMMISSION

December 9, 2015

7:30 p.m.

Vogt Conference Room

### CALL TO ORDER

The regular meeting of the Community Resources Commission was called to order by Chairperson Reta Brudd at 7:42 p.m. in the Kallsen Center.

### ROLL CALL

Present and responding to roll call were the following:

Chairperson: Reta Brudd

Members: Don Budny  
Mike Cutrano  
Janet Czuchra  
Garrett Gray  
Deb Melchert  
Mike Sevier  
Al Siegers  
Brian M. Younker, Assoc. Member  
Brian H. Younker, Village Trustee  
Visitor Joe DeNova

Absent: Ron Centanni  
Donna Framke, Staff Liaison  
Sheri Reiplinger  
Dave Szumigalski, Assoc. Member  
Barbara Rose Whalen  
John Carey, Assoc. Member

### APPROVAL OF THE AGENDA

Motion was made by **Don Budny**, seconded by **Janet Czuchra**, to approve the agenda.

### CORRESPONDENCE

A Christmas card was received from Sharp Mill Graphics.

A change of address was received from Gary Chang (tech person who sets up camera).

## **MINUTES**

Motion was made by **Don Budny**, seconded by **Garrett Gray** to approve the minutes of the November 11, meeting with revisions. All in favor of the minutes with revisions.

## **UNFINISHED BUSINESS**

### **Studio**

**Reta Brudd** asked Brian Younker if the board had made a decision on filming board meetings.

**Brian Younker** stated the decision would be made after the first of the year.

**Reta Brudd** welcomed volunteer Joe DeNova from the Studio who volunteered to help us with the mailing.

### **Christmas Market**

Christmas Market was a huge success. An email was sent out from Donna Framke about what a great event it was. **Reta Brudd** thought the market went well, heard a lot of compliments, weather was great. Over 800 pictures were taken with Santa. Have no exact numbers yet.

**Garrett Gray** reported the market was top notch. Santa is great and even has pine-scented cologne. Great job was done by the three studio volunteers (Joe DeNova, Ben Anderson and Matt Prusak) who taped everything over the weekend. Everyone is a team player and all help out.

**Don Budny** reported a lot of people went through the line for Santa and quickly. He stated that he needs a mega phone to announce the numbers.

**Janet Czuchra** reported lines went very fast, people were not waiting long, entertainment was amazing, and Santa and pictures were great. Heard all good comments.

**Mike Sevier** was disappointed that there were not more food vendors. Thought crowd was well behaved.

**Al Siegers** thought everything went great but suggested the CRC look into purchasing nice red kettles for monetary donations. Maybe have one inside near Santa and one outside for the food pantry. Also thinks a small PA system would help announce numbers.

**Mike Cutrano** thought all went great as it always does. Nice he didn't need to pack everything back in storage facility.

**Brian Younker** thought all well went well other than those complaining they were only allowed one picture. Line went quick. Thought it was a lot of fun.

**Joe DeNova** agreed more kid-friendly food vendors are needed. Everything else went smoothly.

**Deb Melchert** reported Myra and John, Jaycees volunteers, were once again very helpful in the CRC booth. They are great volunteers who are very outgoing. Asked **Trustee Younker** if we can join the 20<sup>th</sup> Century and get a credit card machine. Thinks we need a machine to avoid loss of sales. Thought the bathtub display at the holiday market was not appropriate for a Christmas Market. New shelving unit samples worked out great, easy to set up and take down. Covers are

great because they help keep the product in place. We need new product. Sales are going down every year because we have the same items every year. We are spending more money purchasing, transporting and storing items that people are no longer interested in. This was the first year we made more money in product sales than donations. Over the three days of the market, \$780.00 in product was sold and \$672.00 in monetary donations. We had three young (still in high school) volunteers for the Battlefield Cross.

**Reta Brudd** requested prices on the 3 shelving units with covers to include in the budget for next year. We will need to purchase some items for next year. Need a new set of numbers to distribute and a kettle to collect monetary donations. Also looking for stuffed animal donations. Thinks we need to have t-shirts and some regular sweatshirts to sell. The Together We Cope vans were filled with toy donations and the food pantry donations were overwhelming. People were very generous this year. The booth needs LED lights and shelving.

**Deb Melchert** thought the new tent addition helped with the flow of people and moving the kid's activities into their own tent section worked great.

**Joe DeNova** thinks a larger seating area is needed for the entertainment, especially when the bands are performing. Many people are standing.

## **NEW BUSINESS**

### **Discover Tinley**

Discover Tinley letter, envelopes and application prepared for mailing.

**Reta Brudd** reported to **Trustee Brian Younker** that **Denise Maly-Politano** was told by **Donna Framke** to make all copies in-house. Since the copies were not printed at an outside copy service, this meant all folding of the letters and applications for Discover Tinley also needed to be completed by hand. Inquired if there was a new policy at the village? There is some confusion as to how many copies can be made at the village hall as Reta thought it was a 200 page limit. Didn't think this was a cost savings when you figure out how much time is billed by Denise and it ended up to be a whole lot of work at a very difficult time when she is also helping out with the Christmas Market.

**Al Siegers** agreed and also stated that many more copies are needed and many more envelopes need to be stuffed at a time when the commission will not be meeting again to complete this task before mailing.

**Trustee Younker** will confirm about the in-house copying policy.

### **Good of the Order**

Commissioner Party for volunteers is Wednesday, December 16<sup>th</sup>.

### **Adjournment**

There being no other business, a motion was made by **Deb Melchert**, seconded by **Garrett Gray** to adjourn the meeting. The meeting was adjourned at 8:30 p.m.