



# Village of Hanover Park Administration

Municipal Building  
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hpil.org

Village President  
Rodney S. Craig

Village Clerk  
Eira Corral Sepúlveda

Trustees  
James Kemper  
Jon Kunkel  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

Village Manager  
Juliana A. Mallier

## VILLAGE OF HANOVER PARK

### SISTER CITIES

### Valparaiso Sub Committee Meeting

Hanover Park Municipal Complex – Room 123

2121 Lake Street - Hanover Park, IL 60133

Tuesday, June 12, 2018

7:00 p.m.

### MINUTES

#### 1. CALL TO ORDER - ROLL CALL:

The meeting was called to order at 7:25 p.m. by Sister Cities Committee Member Maria Pineda who volunteered to chair the meeting.

PRESENT: Committee Trustee Herb Porter, Arnulfo Flores, Maria Pineda  
Members:

ABSENT: Committee Gustavo Flores  
Members:

ALSO PRESENT: Staff Liaison Katherine Perez

#### 2. ACCEPTANCE OF AGENDA:

Motion by Trustee Porter to accept agenda. Second by Arnulfo Flores. Voice Vote: All ayes. Motion carried.

#### 3. PRESENTATIONS/REPORTS:

None.

#### 4. APPROVAL OF MINUTES:

Motion made by Trustee Porter to approve minutes of March 13, 2018, meeting. Second by Arnulfo. Voice vote: all ayes. No discussion. Motion carried.

#### 5. ACTION ITEMS

5-a. 2019 budget discussion - A file pocket of preliminary budget information was distributed during the meeting, and members were requested to bring this material to all upcoming meetings as budget planning discussions continue. Per instructions from Village Administration, Katherine advised that 2019 budgets are to remain flat with no increases. In order to complete the task of preparing the 2019 budget request, Katherine will continue to be in contact with committee members via email while gathering the needed information.

There was discussion about the expense in hosting activities. Trustee Porter suggested the possibility hosting something in 2019 to honor Mexican Heritage, and Arnulfo agreed that it would be a good idea and suggested it be a joint event.

Trustee Porter made a motion that it be presented to the Committee of the Whole that the money from line items for the US-Mexico Conference (\$500) and Village Official travel to the state conference (\$395) be moved to help offset a new line item for Sister Cities Special Events/Sister Cities Celebrations with no increase in budget amount being requested. Second by Arnulfo. Voice vote. All ayes. Motion carried.

Katherine noted that the proposed new line item and the deletion and/or reduction of the dollar amounts for the respective current line items could be incorporated into the 2019 budget request which would be further discussed and finalized at the Committee of the Whole meeting in July. Trustee Porter said that he would recommend that the Committee of the Whole organize a joint event to simultaneously recognize both the traditional Black History Month and our Mexican-American heritage in an effort representative of the diversity of the Village.

- 5-b. Verification of receiver/contact person at Jesus Gonzales Ortega School for scholarship distribution in 3<sup>rd</sup> quarter – Arnulfo confirmed that he has requested a copy of the school principal's ID card. Upon receipt, Arnulfo will forward it to Katherine so that she can request the distribution of funds in the amount of \$1,000 from the 2018 budget for the Valparaiso scholarships.
- 5-c. 60<sup>th</sup> Anniversary Family Festival, August 11, 2018 – hosting of Sister Cities Committee table – Volunteers are requested to staff the Sister Cities table during the festival on Saturday, August 11 between the hours of 12:00 noon to 4:00 p.m. for 45-minute shifts. Trustee Porter requested that Katherine send an email to all committee members regarding the sign-up schedule. The new Sister Cities table cover will be used and handouts at the table will include brochures and Hi-Lighter reprints showcasing Sister Cities activities.

**6. TOWNHALL SESSION:**

None.

**7. OLD BUSINESS (NON-ACTION ITEMS):**

- 7-a. Status of donated athletic equipment – Arnulfo reported that the individual who had previously offered to assist the Committee in getting the paperwork ushered through the necessary channels is no longer available to assist. Arnulfo noted that a letter is still needed from the donor stating that the equipment is a donation. Trustee Porter will draft the required letter from the Hanover Park Little League organization stating that the equipment is a donation. An itemized list of the pieces of equipment must accompany the letter. Trustee Porter will arrange to have the equipment counted and will create a detailed, itemized list. He anticipates being able to complete this by early July, and Arnulfo will assist.

7-b. Status of pen pal program – Trustee Porter commented that the new principal at Laurel Hill had a lot on her plate during her first year. Past Laurel Hill School Principal De Leon had a keen interest in the penpal program because he had visited Valparaiso. Trustee Porter will follow up after the beginning of the new school year to gauge interest. Ontarioville School has also expressed interest in participating in the penpal program.

**8. NEW BUSINESS (NON-ACTION ITEMS):**

8-a. Recap of recent activities – Nothing to report.

8-b. Upcoming events – Committee member Frank Grant-Acquah will attend the SCI Conference in Colorado Springs in August. Mexican Independence will be celebrated in September. Arnulfo commented that the Committee may be able to make money by joining efforts with other Sister City organizations in surrounding communities (Roselle, Hoffman Estates, Elk Grove Village), and he would like to discuss the topic at a future meeting.

**9. ADJOURNMENT**

Motion by Trustee Porter to adjourn at 8:50 p.m. Second by Arnulfo. Voice Vote: All ayes.  
Motion carried.

Minutes recorded and transcribed by:

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Katherine Perez, Staff Liaison

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Maria Pineda  
Acting Chair for Meeting of June 12, 2018  
Member, Hanover Park Sister Cities Committee