

# Homer Community Festival Committee

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Minutes of the Meeting on  
February 16, 2021

**Village of Homer Glen  
14240 W. 151<sup>st</sup> Street  
Village Board Room**

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Trustee Carlo Caprio.

**2. Pledge of Allegiance****3. Roll Call; Establish Quorum**

Members present at 6:00 p.m. were Chairperson Trustee Carlo Caprio, Vice-Chair Chris Locacius, Karen Adamczyk, Dave Bricker, Mike De Vivo, Tony Drabik, Todd Fonfara, Paul McGary, and Sue Steilen.

Members absent: Sara Rudnik and Debbie Stevens

Also Present: Amy Blank and Trustee Keith Gray (arrived at 6:42 p.m.).

**4. Approval of Amendments to the Agenda**

None.

**5. Approval of Minutes****a. January 19, 2021**

Member Drabik made a motion to approve the meeting minutes from January 19, 2021. Second was made by Vice-Chair Loacaius. All were in favor. Motion carried.

**6. Public Comment**

None.

**7. Announcements**

None.

**8. Old Business****a. Parking and Pedestrian Pathways Update**

Final engineering has been completed. Member De Vivo will present to the Township Board at their next Board meeting in March. Committee members expressed concern about the details of the management to be provided through the IGA with a new Road District Commissioner. Trustee Caprio requested member De Vivo to provide a list of duties provided in the past and more details of what is

understood to be provided by the IGA. The path is a one-or-two-day project and will be completed by the Road District by April 6. Member De Vivo will contact the Township Supervisor to find out what is going to be needed for approval to construct the path.

b. Discussion regarding 2021 HomerFest Planning and 20<sup>th</sup> Anniversary

1. Site Planning

Member Steilen would like to create a detailed drawing of the site to scale. The Heritage Corridor Business Alliance (HCBA) would like to have a tent at the Fest. Trustee Caprio and Vice-Chair Locacius will meet with representatives from the HCBA before the next meeting. Due to safety concerns and electrical needs, Member Fonfara preferred that the tent be provided by the Fest in place of the HCBA bringing their own tent.

2. Beer Tent

The Basset Training is scheduled for May 10. The training will be held at the Village Hall. Up to 30 people can attend the training, Registration will be open to volunteer organizations and businesses.

Member Drabik reported the beverage selection recommendation includes Bud Light, Stella, Michelob Ultra, Goose Island 312, Goose Island IPA, Pino Grigio Wine, and new Selzers in three flavors black cherry, strawberry and lemon-lime. Vice-Chair discussed choices with the manager at Kenwood Liquors and considered the sales numbers from previous years. Vice-Chair Locacius made a motion that the recommended list be used for alcohol selections in 2021; second was made by member Drabik. All were in favor. Motion passed. Member Drabik will ask the vendor about providing a sponsorship.

3. Volunteers

The ticket booths that are being made by John Robinson are to have air conditioning. If the booths are placed outside of the main tent, they should have a tent covering for individuals standing in line.

Craft Services (the volunteer refreshment room) will open on Friday.

The people movers will be driven by staff or seasonal employees. Two people will be needed for each vehicle: one driver, one person to help monitor loading and unloading.

The draft volunteer organization packet was reviewed. Vice-Chair Locacius is to be added as an additional contact.

4. Special Needs Day

Member Adamczyk requested larger rides be available during the Special Needs Day for the older children. Parents accompany all children and can be the judge if a child can go on a ride. On Wednesday or Thursday prior to the carnival opening, Member Bricker and Vice-Chair Locacius will ask to review the ride list and talk to the carnival operator about rides to be available for the older kids.

There is still confusion about games that are free for the attendees. Vice-Chair Locacius will meet with the carnival game operators to explain the procedures for tickets and prizes prior to the start of the Special Needs Day. Member Adamczyk suggested that signage including the game and ticket rules be posted at the carnival site during the event.

#### 5. Advertising

The Committee discussed where to place ads and how to promote the Fest. Without the opportunity to place an ad in a local newspaper, mailing a postcard was discussed as an option. Committee consensus was that a postcard wasn't needed, nor advertising in the Southland Your Times. Promotion will include a Village Program Guide mailing, Facebook posts along with targeted posts for sponsors on the HomerFest and Village Facebook pages, the HomerFest.com website, the Village website, Channel 6, possible interview on a radio station, and signs posted in all of the subdivisions.

Promotion opportunities for sponsors will include all of the above (excluding subdivision signs), the back of t-shirts, radio ads before and after the fireworks, on stage recognition, and signage throughout the event site.

#### 6. Update from Committee Members

Member Bricker will bring color swatches for t-shirt selections to the next meeting. Three colors will be chosen: one t-shirt for volunteers, one for staff, and one for Special Needs Day. Amy Blank will work on a t-shirt design. The new Village logo and the HomerFest sun incorporated into the t-shirt design. Member McGary submitted to Member Steilen a list of items that will be needed for the Information Booth. Procedures for the Information Booth will be discussed at a future meeting.

#### 9. New Business

None.

#### 10. Next Meeting – March 16, 2021

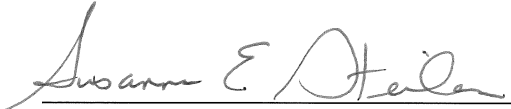
The next meeting will be held March 16, 2021, at 6:00 p.m.

Items to be on the next agenda include Food Vendors, T-shirts, and Volunteer Organizations. Signage will need to be discussed soon too.

### **11. Adjournment**

Member Drabik made a motion to adjourn the meeting. Second was made by Member Adamczyk. The motion passed unanimously. The meeting was adjourned at 7:20 p.m.

Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Sue Steilen". The signature is written in black ink and is positioned above a horizontal line.

Sue Steilen  
Community Events Coordinator  
Village of Homer Glen