

Commercial Park Advisory Council
Monthly Meeting Minutes
January 20, 2015

Attendees: Catherine, Shandrel, Linda, Jeanne, Jennifer, (Teria?)

I. Old Business

- a. **Approval of Meeting Minutes (August-December 2014):** Approved past meeting minutes with option to amend
- b. **Circus in the Parks Recap (with Proceeds Summary):** Lots of questions remain to see how this will play out in the future: will CPD take over the program, will CP have an option to partner again, will CP even get the circus again. Move to more parks on southside and strip out low performing parks (could mean CP?). (Note happened post meeting funds check was deposited in account)
- c. **Holiday Party Recap:** Need better sense of numbers – how many attended, as always need to work on having more volunteers
- d. **Collections of Alderman Pledges (Moreno, Fioretti):** Jeanne is on point and managing / Owed = Moreno \$1,280 (CITP) & Fioretti \$1,000 (Honore)

II. New Business

a. Supervisors Report:

- Partnership agreements need to be approved / stamped
- Junior citizen, Jan 28 at Eckhart, Jeanne one of the judges, food provided
- Bonfire Jan 21, CPAC, 4:30p – 7:00p, agreed to supplement beverages, supplies at no more than \$50 (Post this meeting, not Jeanne's recap of bonfire for low-down)
- Feb 12 / 16 Park close, Presidents Day
- Feb 9 Spring schedule released, Feb 24 sign-up on line, Feb 28 in person
- Feb 27 / Movie in the Gym:
 - Set-Up 4:30p, Jeanne and Mark to do sound,
 - Reach out to Build on Volunteers (how many and what time, Jeanne, Shandrel?)
 - Doors open at 6:00p, movie starts at 6:30p
 - Movie night supplies, i.e. Popcorn need to be checked
 - Stephen to investigate pizza donations
 - SWANK partnership for 2015 = \$275
 - For this movie Lego Movie selected (Jeanne brings own copy as back up)
 - Talked about craft with Ms. Melanie
 - Idea for lego auction in back room (who was going to reach out to Building Blocks, Teria / Stephen?)
 - Make sure to put t-shirts out for sale at movie

b. Friends of Snowberry Report:

- Request for funds for 2015
- Main discussion topics: Perennial Garden, Found, Signage, Green Team Growers (GTG):

- Perennial Garden: supplement existing with more hardy plants, fencing and other improvements, spring planting (as well as signage, see below). In the past People Gas have granted money, not likely for this year (?), Catherine still going to ask
 - Fountain, still something to be figured out, working with parks
 - Signage: Dogs and their poop, and bad owners continue to be an issue, make more apparent there is a fine for dogs in park (\$500 for a new sign from park, is this amount correct?), also work with parks to get Snowberry as a sign (similar to BURR) on the wood separator between part and pavement / fountain area
 - GTG : Shandrel to give Catherine partnership papers, April is the time when the money will be needed, and when GTG will start, post Earth Day. \$15 – 20 per session, about \$200-300 for season, Catherine to implement similar to old years. Jeanne to get help from Mr. JW Glass (SP?) to assist in GTG partnership. Possible idea for UK Museum to be involved?
 - Safety: rain barrels and cinder blocks they are standing on to be dismantled and removed, however, watering is still an issue especially when plants are first put in ground
- c. **Friends of Superior Report:** No report, news that Georgia is leaving as point person and will work to find her own replacement (Post Meeting, Suzi Wahl to be point person for park)
- d. **Deborah Milkowski (sympathy):** Agreed to send a flower arrangement open to \$75 or best for best arrangement
- e. **2015 Schedule of Events:** Talked briefly about: March 27 Skating Party (4:30p – 6:30p), Easter Party (April 8), Earth Day (April 25)
- f. **Publicist/Social Media:** Teria to talk to Perry about finding a student who, for resume and references would work with us on a very small social media campaign
- g. **2015 Fundraising:** A “Plan B”, in light of potential loss of Circus, needs to be discussed. Constant need for new blood, and volunteers, need to better promote CPAC / Park: via Social Media, and fact that demonstrates our place in the community and how many children / families are served (i.e. 200 – 300 kids come through park – DAILY)
- h. **Open Forum:** Quick discussion on social media assistance, idea of Teria’s, and quick brainstorming of fund raising efforts for 2015: hold an Open House to showcase what CPAC / CP does, take an informal poll to see what community wants – tabled to next meeting

Bonfire Event Recap (via Jeanne):

The bonfire went pretty well. CPD only sent one rep (her name was Kathleen) which was surprising. It wasn't so much a bonfire but a small self contained fire pit where we burned small logs on the concrete in front of the field house. Kathleen brought a pop up tent and a few small nature activities - see and touch mostly, some small musical instruments and toys for the little ones. Other than the fire pit, wood and previously mentioned items she had nothing with her and no help. There was no park staff available to help her either (as they were on point to help

per the Park, this was to be self-contained). Mary was nice enough to help me put up the tent and a few of the park teens helped set up some tables. Linda and I showed up at 3:30 expecting to make cocoa, set up a small station outside for the s'mores, napkins, cups, etc. CPAC / Jeanne set up the boom box to add some music and Rochelle made a large CPAC sign to let participants know that CPAC was helping out with the event. Thankfully Diana showed up around 5:00 to help. Attendance was quite good given that there was little to no promotion that I saw. Kathleen was gracious, good with the kids and very appreciative of our efforts which was nice. Jeanne asked Kathleen if we would be able to hold another bonfire event since the people that came, about 100, had a wonderful time. She said it could be a possibility for the fall, and we could get more area parks involved to help with promotion. She said that this particular program has been very hit or miss with attendance. Some parks get great turn outs while one recent park she visited had only 4 participants. My overall feeling was that there was not nearly enough communication between CPD, the providers of the "Winter Bonfire," and the Commercial Park staff. Kathleen arrived at the park at 2:30 , needed support, and was able to reach out to Jeanne / Linda.

**Commercial Park Advisory
Council Monthly Meeting Notes
February 17, 2015**

Attendees: Shandrel, Karen, Jeanne, Jen and special guest Maria Stone

I. Old Business

- a. **Approval of Meeting Minutes (January 2015):** The January 2015 minutes were approved, with the following adjustments: Moreno debt, which was paid to \$1080, and change the date of the Egg Hunt to April 1st.
- b. **Winter Bonfire Recap:** A full recap was included in the last notes pack. We were short staffed and had to provide most supplies. Next time we will push back so the Park District provides both more staffing and supplies.
- c. **Outstanding Collections:** We need to adjust dollar figures from last notes, amending the Moreno debt paid to \$1,080 (debt collected). Ald. Fioretti's pledge is still outstanding – Jeanne and Mark to approach again post election.
- d. **2015 Schedule of Events (Summer):** Shandrel had nothing on the schedule post April. We agreed to the date of the Egg Hunt (April 1), roller skating party (March 27, 4:30 – 6:30 - need BuildOn for skating party), Movie in the Park (Big Hero 6, July 23, with an open house on that day before the movie). The Earth Day event was also scheduled (April 25).

II. New Business

- a. **Supervisor's Report**
 1. **Status of volunteer applications:** Lily and Stephen are open, asked Maria Stone to help figure out issue. The Junior Citizen banquet is scheduled for March 26th. Lizbeth is our nominee.
 2. **Maria Stone (guest) (Friends of the Park & CP foundations):** Maria Stone of CPD (formerly of FOTP) was a guest at the meeting. In regards to our low budget to amount of programs and kids, she suggested we bring it up at the PAC Conference. She discussed the Park, PACs are Gold day conference – poster session, learn how other parks do things, network, general resource fair. She questioned if we were a 501(c)(3) corporation.
- b. **Financial Update:** Treasurer Moran distributed financials, and put

out a call for all receipts that are outstanding for expenses and noted people that are owed (Melanie, Ronda). Everything is aligned with new officers at the bank, all secondaries in place, and check fee from bank (\$70). CITP check deposited. Jen took check book for back up purposes (#3300 - 3325).

- c. **Movie Night (February 27th):** Set-up to be at 4:30. We need an inventory of food items, and discussed set-up of the craft table.
- d. **Proposed Amendments to Bylaws:** Amendments handed out for review. There was no time to discuss or make a proposal, so this is tabled until the next meeting.
- e. **2015 Fundraising:** We agreed that this would be tabled, as it would be become its own project/discussion point. Jeanne suggested a fundraising mini golf outing.
- f. **Friends of Snowberry Report:** Catherine was not present. It was suggested we support Catherine's number and specific requests but more information is needed to make a final determination. Discussion regarding an increase to Snowberry's annual budget to \$1000 followed.
- g. **Friends of Superior Report:** Suzi Wahl is the new point person for Friends of Superior. A light is broken, Shandrel to investigate.
- h. **Meeting adjourned (no time for Open Forum)**

**Commercial Park Advisory
Council Monthly Meeting Notes
March 17, 2015**

Attendees: Jeanne, Shandrel, Karen, Ronda, Stephen, Teria. **Minutes prepared by Jeanne**

I. Old Business

- a. **Approval of Meeting Minutes (February 2015):** The February 2015 minutes were approved.
- b. **Movie Night Recap:** Karen reported that we made a \$72.47 profit. We estimated between 80-100 attendees. While showing the film we realized that the projector we borrowed from Neil at EVA was no longer operating properly (would not stay in focus). Jeanne sourced potential new projectors. The board decided to table purchasing a projector for the PAC until May.
- c. **Outstanding Collections:** Former Ald. Fioretti still owes CPAC \$1000 for the pledge made for the Bertha Honore Palmer monument. Jeanne had repeatedly attempted to contact Leslie in the former alderman's office with no response. Ronda offered to contact Leslie and follow up on this issue.
- d. **Proposed Amendments to Bylaws:** After a discussion amongst the Board, a motion was made and the proposed amendments to the bylaws were approved (see attached). Following this, the board agreed to outsource social media/publicity to Perrin Stamatis via motion.
- e. **One-Sheet (New Volunteers):** The proposed one-sheet that was to be written for the proposed Open House with the purpose of recruiting new volunteers has yet to be completed. Ronda provided a tri-fold pamphlet that included relevant information, but it needs to be updated and revised.

II. New Business

- a. **Supervisor's Report:** Ms. Young reported the dates for sign up for summer programs. She also indicated that we would not be able to reschedule the Earth Day event because the partnership agreement had already been completed and the event was advertised on the CPD website.
- b. **Financial Update:** The financial update was tabled due to an off-agenda discussion of Earth Day preparations.
- c. **Roller Skating Party (March 27th):** The Park District only provided

skates, not any safety gear, at the last roller skating party hosted at Commercial. The board recommended and Ms. Young agreed to secure the safety gear for the event. Ms. Young then left the meeting.

- d. **Egg Hunt Event (April 1st):** The board discussed preparations for the Egg Hunt event. The event is scheduled for 3:30-5:00 p.m. Ronda suggested that we meet the day prior (March 31st) at 6:30 p.m to start to prepare the treat/premium bags in advance. Ronda, Teria and Jeanne all agreed to meet at the field house for this purpose. Jeanne, Karen, Teria and Ronda said they were able to assist on the day of the event. Jeanne stated she would reach out to Linda to see if she was available to assist.
- e. **501(c)(3) Incorporation:** Discussion of the 501(c)(3) incorporation was tabled until we could garner more information at the upcoming PAC conference.
- f. **PAC Conference (March 28th):** Jeanne asked for images and basic layout suggestions for the poster CPAC was to present at the PAC conference. We decided to use the new CPAC logo as our primary image.
- g. **Meeting adjourned (no representatives from Snowberry or Superior were present to report, no time for Open Forum)**

COMMERCIAL PARK
ADVISORY COUNCIL BY-LAWS

ARTICLE 1

The name of the organization shall be the Commercial Park Advisory Council.

ARTICLE 2

The purpose of the Council will be to plan effective ways for the community to better enjoy their leisure time at Commercial Park.

To increase the community cooperation and awareness of the existence of Commercial Park by involving all segments, e.g. block clubs, churches, schools, etc., in planning and implementing all projects involving maintenance, capital improvements, renovation, expansion, and redesign.

To provide the community with a quality recreational facility that may be utilized by all residents.

ARTICLE 3

Committees will be formed as needed and will be determined by the Officers. Committee authority shall be as delegated by the executive committee.

ARTICLE 4

The officers shall consist of a President, Vice President, Secretary, and Treasurer.

The President and Treasurer of the Council shall be elected every two (2) years except for the 2000-2001 term which shall be a one (1) year term. The Vice-President and Secretary shall be elected every two (2) (odd numbered) years. The election of the President and Treasurer and the election of the Vice-President and Secretary are to take place in alternate (even numbered) years allowing for two (2)-year staggered terms. If an officer resigns prior to the expiration of his/her term, or refuses to act, a majority of the executive officers may appoint an officer to fill the unexpired term. Elections shall be held on the third (3rd) Tuesday of August.

The President shall be the principal executive officer of the Council and shall in general, supervise and control all of the business affairs of the Council. He/She shall preside at all meetings; in his/her absence, the Vice-President has control or any member designated by the President. The President may sign with the Secretary or any other proper officer of the Council any instruments which the Council has authorized to be executed.

In the absence of the President or in the event of his/her inability or refusal to act, the Vice-President shall perform the duties of the President and when also acting, shall have the powers of and be subject to all the restrictions upon the President. The Vice-President shall perform such other duties as from time to time may be assigned to him/her by the President.

The Secretary shall keep the minutes of the meetings and be a custodian of the Council records. Also the Secretary shall keep an accurate roster of the names of the Council members and notify Council members of all correspondence. The Secretary shall perform such duties that may be assigned to him/her by the President.

The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Council; receive receipts and give for moneys due and payable to the Council from any source whatsoever and deposit all such funds in the name of the Council in such banks or other depositories. The Treasurer shall give financial statements at each meeting and an itemized report twice a year in January and July.

ARTICLE 5

Parliamentary Authority.

The Executive Committee shall consist of the President, Vice-President, Secretary, and Treasurer and will govern the affairs of this Council at all Times.

A quorum for the transaction of business at a council meeting shall consist of four (4) members.

A recommendation from the executive board and by a majority vote shall remove any officer or member without prejudice whenever in its judgment that said member is working toward the detriment of the Council.

A member in good standing shall be entitled to one (1) vote on each matter submitted to a vote of the Council. A member shall not have more than three (3) unexcused absences to remain in good standing. There will be no proxy voting.

Regular meetings will be held on the third (3rd) Tuesday of each month. If any other meetings are called or changed, notices will be posted in the Fieldhouse seven (7) days in advance of said meetings.

The Council will not discriminate because of race, color, religion, sex, nationality, ancestry, age, marital status, physical or mental handicap, unfavorable discharge from the military service, parental status or sexual orientation.

ARTICLE 6

These bylaws may be amended by an affirmative vote of two-thirds of the Advisory Council members present at the Advisory Council meeting at the time of the vote.

ADOPTED: 7-27-2000

REVISED: 7-15-2003

REVISED: 5-16-2006 (per 6-15-04 authorization)

REVISED: 3-17-2015 (per 3-17-2015 authorization)

**Commercial Park Advisory
Council Monthly Meeting Notes
April 21, 2015**

Attendees: Jeanne, Shandrel, Karen, Ronda, Jen, Cathy.

I. Old Business

- a. **Approval of Meeting Minutes (March 2015):** The March 2015 minutes were approved.
- b. **Egg Hunt Recap:** The turnout was larger than expected, in part due to the event being posted on the CPD website. We had approximately 400 attendees. We had far more participants in the 0-2 age group than we had in years past (usually 25, this year 100+); as a result, now all future hunts will be held in the field instead of the youngest hunt being held in the garden portion of the playground. We discussed ideas for streamlining future events, including: stamp the hands of children that had already received their premiums to prevent "double dipping," finding a volunteer to dress in a bunny outfit for possible photo op. We must remember to cancel programs, if need be, or have a rain date in place in case there was inclement weather. We agreed to continue holding the event on a weekday (suggested Wednesday before Easter).
- c. **PAC Conference Recap:** The PAC conference recap centered around the financial aspects of the conference, and was discussed during the Financial Update (Section II(b) below).
- d. **Roller Skating Party Recap:** We made \$113 in profit from concession sales. Unfortunately we did not get any safety gear again from CPD. A note was made to continue to request this gear for upcoming skating events. Attendance was way up from previous skating parties, again due in part to cross-promotion by CPD on their website.
- e. **Outstanding Collections:** Ronda offered again to continue her efforts to collect our pledged \$1000 donation from Ald. Fioretti for the Bertha Honore Palmer monument. She's continuing a dialogue with Leslie, his park liaison.
- f. **Fundraising:** We agreed to schedule a separate meeting, and the concerned parties will check our schedules to determine a meeting date and time. We also discussed the board and Ms. Young having an in-person meeting with Ald. Moreno.

II. New Business

- a. **Supervisor's Report:** Ms. Young reported that there were 8 teams currently in the citywide program. She notified us that she would be out of the office from May 4-8 due to her participation in the CPD Special Olympics event. She reported that there is now a waiting list for Commercial Park summer camp. Some people are pulling out of the program (due to sibling issues), opening vacancy. She suggested we let people know that these opportunities exist. Ms. Young asked if we would be able to participate in the Human Trafficking Walk-A-Thon on June 13th. This is a 5K walk that is a joint effort between Commercial, Wicker and Smith Parks. Ronda offered to man a table and be the CPAC representative for this event, which focuses on human trafficking. Ms. Young also mentioned she would reach out to the BuildOn volunteers for this event. This year we will be having a Sports Camp, starting August 21st, for two weeks. As part of the summer camp scheduling, we will be getting the roller skates again on July 31st. Ms. Young asked if we wanted to have a CPAC event on that date from 4-6 pm, where we would invite the general public and sell concessions. The board agreed to this, and no partnership agreement will be necessary. She is going to contact BuildOn and Noble Street for potential volunteers.
- b. **Financial Update:** Karen handed out a financial status statement as of April 21, 2015, that included activity from 3/17/15 - 4/17/15. It also included pending activities from 3/13/15 - 4/21/15. Regarding the change of fiduciary agent, Karen stated she was still looking into the pros and cons of either incorporation, staying with FOTP or changing fiduciary agent to MB Financial.
- c. **Circus in the Park Selection Update:** Our request to host CITP at Commercial Park in 2015 was denied by CPD and Jeff Jenkins.
- d. **Earth Day Event Planning:** Ronda stated she would no longer be able to lead the event. Jeanne and Karen said they would lead the event in her stead. Mark and Jeanne will source food, flatware, plates, napkins, etc. Mark also agreed to generate signage. Coffee will be donated by Tim Coonan at Big Shoulders. The park will be open at 8:45 for setup. Ronda will purchase potting soil and seeds. Deb dropped off the Earth Day craft. The BuildOn volunteers will be present from 9am - 12pm. Lunch will be served at 11:30 am. Ronda mentioned that we need at least 5 blocks of parkways cleaned in order to be eligible for a \$100 grant for the alderman's office, which is earmarked for lunch for the volunteers.
- e. **Small Parks PAC Workshop (May 30):** This was tabled until the next meeting.
- f. **Open House/Summer Movie in the Park:** The Movie in the Park is

set for July 23rd. The board agreed to postpone the Open House until the fall. Still undecided on what CPAC participation will be for the Movie in the Park event. .

- g. Friends of Snowberry Report:** Cathy presented an itemized budget for the Green Team Growers program per Jeanne's request. A motion was made to approve the budget (\$500), and the motion was passed. Jen wanted to make sure that, since CPAC is underwriting this program, the CPAC logo and a brief statement about our collaboration should be in all marketing materials. Cathy will amend the flyers/Green Team Growers schedule to include these changes.
- h. Friends of Superior Report:** This was tabled, as there were no representatives from Friends of Superior present.

Meeting adjourned (there was no open forum).

Commercial Park Advisory Council
Monthly Meeting Minutes
May 19, 2015

Attendees: Jeanne, Shandrel, Teria, Stephen, Jen, Cathy.

I. Old Business

- a. **Approval of Meeting Minutes (April 2015):** The April 2015 minutes were approved.
- b. **Earth Day Recap:** We had approximately 20-25 Build On volunteers and additional volunteers from Noble Street Charter who helped clean Commercial Park, the playlots and adjacent parkways. That satisfied our requirement to receive the \$100 grant from Alderman Moreno's office. The lunch was a huge success. People came from the pocket parks to convene and discuss the efforts of the day, including board members Georgia Burke, Suzi and Bill Wahl, etc.
- c. **Outstanding Collections**
 - 1. **Fioretti (\$1000 for Bertha Honore Park Monument):** Ronda offered again to continue her efforts to collect our pledged \$1000 donation from Ald. Fioretti for the Bertha Honore Palmer monument. She's continuing a dialogue with Leslie, his park liaison.
 - 2. **Moreno (\$100 for Earth Day):** Jeanne reached out again to Orlando and Rocio in the alderman's office.
- d. **Fundraising:** This issue was tabled for a future meeting.
- e. **Small Parks PAC Workshop (May 30th):** Jeanne will be representing Commercial Park as a panelist at this workshop, at the request of Maria Stone of the Chicago Park District.
- f. **Summer Movie in the Park (PAC Involvement?):** It was discussed what the PAC would do to supplement the movie and free popcorn provided by CPD. Ideas included a concession table, face painting, a craft that would be prepared by Melanie. Face painting and the craft would be free of charge. We also discussed having a CPAC information table where we would also sell t-shirts. We confirmed that no partnership agreement would be necessary for any of these ideas.

II. New Business

- a. **Supervisor's Report:** Ronda Locke will work with CPAG to repair the snake sculpture within the playground ("Slimey"). A meeting to discuss the Rice Street closure for West Fest was scheduled with Raymond, chief of staff to Alderman Moreno, and the West Town Chamber of Commerce. As a result of

our officer vacancies, we are unable to coordinate a CPAC presence for the Faith in Action events set for May 22nd and June 19th. However, it was open for discussion whether we would participate in the final event scheduled for August 7th. Possible ideas: arts and crafts table, story time. CPAC agreed to underwrite a small party to be held in the field house for our citywide winners (3-on-3 girls soccer, 13-15 and Lizbeth Carrasco, Jr. Citizen of the Year).

- b. **Friends of Snowberry Report:** The next Green Team Growers meeting is June 8th. Going forward, please copy CPAC on all correspondence regarding CPD donations to the pocket parks. CGNA is hoping to host a Sno-Cone event on July 12. CPAC recommended that they apply for a street closure through the alderman's office instead of filing a partnership agreement with CPD to avoid insurance costs (\$190).
- c. **Officer Vacancy/Appreciation Get-Together:** We discussed that we would hold elections in June to fill open vacancies. Teria Stamatis will run for secretary and Jennifer Rees will run for vice-president and vacate her secretary position. In addition, Jennifer Rees will take on the role of interim treasurer during Karen's absence, as she is the second signatory on the CPAC account. The appreciation get-together was tabled for a future meeting.
- d. **Financial Update (Treasurer's Report):** We approved a \$100 gift card to send to Karen Moran (hospital stay at Northwestern). All other financial discussion was tabled.
- e. **Central Region Human Trafficking Walk-A-Thon (June 13):** Jeanne stated she will be unavailable for this event as it falls on Dante's birthday. Ronda agreed to man the table at the Commercial Park stop of the walk. CPD makes a flyer, which we will send to Perry for posting on the websites. The board approved a \$50 stipend for event-related expenses.
- f. **Roller Skating Party (July 31st):** Once we receive the flyer for this event, we will make hard copies to distribute in the neighborhood and send electronic copies to Perry for posting on our websites. The event will take place between 4-6 and is free to the public. CPAC will provide a concessions table. This also does not require a partnership agreement with CPD.
- g. **Friends of Superior Report:** Tabled due to Suzi's absence.
- h. **Open Forum:** Stephen requested whether it would be possible for CPAC to receive online donations via PayPal. Jeanne agreed to ask Maria Stone at CPD if this would be a possibility.

General Meeting Minutes of the
Commercial Park Advisory Council
June 23, 2015

Meeting Called to order at 6:43pm by President McClure.

In attendance: President McClure, Jen Rees, Linda Springer, Teria Stamatis, Jane Schenck. Quorum was sufficient for a meeting.

Minutes approved by unanimous motion from Teria Stamatis, seconded by Ms. Rees.

Agenda proposed by chair adopted. Agenda items discussed as follows:

Agenda item II. k.

Jane Schenck came in to volunteer to weed and garden at Commercial Park proper. Ms. Schenck formerly worked with the Park District and knows Ms. Felknor who planted many of the parkways. Chair requested a list of items, funds and support so that CPAC could fully back her efforts. Ms Schenck then left the meeting.

Remaining items discussed in order:

I. Old Business

- a. Minutes as discussed above
- b. Elm Park conference for Small Parks without Field Houses. Many times these parks have less sway in the system. Pres. McClure served on the panel and fielded questions. Maria Stone, who was at conference, will come for Story Time!
- c. Fioretti has a pledge to the park outstanding. Ronda Locke is requesting. Alderman Moreno honored his pledge to CPAC with

a check made out to President McClure. In the presence of all, the check was endorsed over to the Commercial Park Advisory Council and will be deposited by serving Treasurer Rees.

d. Fundraising meeting proposed. Times will be chosen after being contacted by Pres. McClure. West Fest will be option for fundraising next July. Chamber dues were not paid last year. A motion was proposed by the chair and seconded by Teria Stamatis to pay \$90.00 to join the Chamber this year which passed unanimously. Action Item Jen Rees to cut check. Action Item Pres. McClure, schedule meeting.

e. Movie in Park- July 23rd. CPAC to sell Candy, T-shirts, water and juice pouches. Full court press on recruitment. Publicity campaign to start by July 9. Volunteers needed to man the event...Action item Teria Stamatis for recruitment.

Action Item McClure and Rees, publicity coordinated with Perry Stamatis.

II. New Business

a. Ms. Young absent no Supervisor's Report

b. Elections. Ms. Rees resigns as Secretary. President accepts resignation. President called for vacancy to be filled by Teria Stamatis. Linda seconds the motion which carried unanimously. President McClure then nominated Ms. Rees for Vice President Linda seconded motion carried. The board stands constituted as:

Jeanne McClure, President; Jen Rees, Secretary; Teria Stamatis, Secretary; Karen Moran, Treasurer.

c. Budget Proposal - Meeting proposed to ask Ms. Young whether it would be useful for CPAC to advocate on behalf of the Park with the Park District. Action Item- President McClure

d. FOTP grant will be completed by President McClure and the focus will be on benches as our first priority subject to concurrence by Ms. Young. Garden needs are fall back priority.

e. Meeting with Alderman's office was very positive. Rocio is the Parks liasion. Alderman's office is happy to advocate on our behalf.

f. Handbills for Chamber promoting Movie on the 23rd and Skating on the 31st by July 9th. "Ticket to Fun"

g. No action

h. July 31st 4pm-6pm Jen, Jeanne and Linda will be working. CPAC DISCUSSED THE NEED FOR SAFETY EQUIPMENT AT THE SKATING PARTY. IT HAS NOT BEEN SENT RECENTLY. CPAC IS VERY CONCERNED ABOUT THE GEAR NOT COMING.

i. Report Submitted

j. Report Submitted.

Action item: Jen to take pictures and report back as to state of parkways.

Interim Treasurer reports that the balance is \$51,962+ or- 200 dollars outstanding.

Linda motioned to adjourn at 8:05. Seconded by Jen Rees and heartily passed without opposition.

These minutes submitted electronically by Teria Stamatis
Mon June 29, 2015.

Commercial Park Advisory Council
Monthly Meeting Minutes
July 21, 2015

Attendees: President McClure, VP Rees, Park Supervisor Ms. Young, Secretary Stamatis, Linda Springer, Stephen Quan

Meeting was called to order at 6:30 pm by President McClure. A quorum being present business conducted is as follows:

Minutes from June were approved unanimously upon a motion from the VP seconded by Ms. Springer.

Anti-Human Trafficking Walk- a -Thon was a success. Ms. Young and Ms. Locke attended. Ms. Young submitted \$39.28 in receipts for CPAC's sponsorship of the table (cookies and candy as well as info cards). The alderman was in attendance and a great time was had by all. Ms. McClure asked for pictures to be submitted.

Ronda Locke will work on the Fioretti donation for Palmer Monument and plaque with help from Pres. McClure, who will contact Ald. Hopkins.

Fundraising meeting is still to be scheduled. VP Rees will send times around via e-mail. Gofundme and exterior fundraisers will be discussed.

New Business:

Supervisors report: Teen beach party conflicts with Movie in the Park. Rochelle will be in charge. Skating party is Fri. 31st July- 4-6 for public. 1 day waivers will be provided for volunteers.

Commercial Park is hosting "Global Celebration of Peace" Aug.4th 2015 from 6-8pm. Staff will be provided by the District. CPAC will push this out on our blast.

Q- when is Fall Schedule available?

A-done...it will be online now and Aug. 4th is online registration. In person on Aug. 8th. The park will be trying a soccer league for 10-13 co-ed. Teen club will be active as well.

Movies in the Park: We need volunteers. 7pm is set up. Movie is Big Hero 6. Jen Suzi or Bill are not available. Linda will come, with Mark and Jeanne and Stephen. H2O, juice and candy will be provided. Jen motioned to allow up to \$75 for supplies, seconded by Ms. Springer. T-shirts will be sold and a donation bucket set out.

Suzi Wahl joined us at 7:01.

Roller Skating Party- 4-6 on July 31st: Same concession plan as Movie night but Gym compatible. Motion to authorize up to \$75 for purchase of supplies, proffered by Sec. Stamatis and Seconded by Pres. McClure. Linda and her friend can volunteer along with Team McClure.

2016 Budget Proposal: At the CPAC conference Pres. McClure and Treas. Moran talked to CPD reps and they said to ask in July or early Aug. for the regional area to possibly petition for a restoration of our 5% loss from last year plus. Pres. McClure expects to present by Aug. 7th. Budget is now \$7,500. We plan to show how participation numbers have increased considerably.

Video projector acquisition: Motion to purchase Epsom Printer for \$770 by Sec. Stamatis seconded by Ms. Wahl, passes unanimously.

Agenda item f is tabled.

Friends of Snowberry Report: Snow cone event did not happen.

Friends of Superior Report: Pictures of benches were displayed. A work order will be requested for the parkways, fountains and benches. Sprout will be contacted by VP Rees to possibly maintain the butterfly garden they planted. Failing that we will contact Rocio for Streets and Sanitation support.

Open Forum- Honore Park was vandalized, but the graffiti has been removed.

Wi-Fi to be added to next agenda.

Phone list to be generated.

Motion to adjourn by Pres. McClure at 7:46, seconded by this Secretary and unanimously approved.

Minutes respectfully submitted by Sec. Teria Stamatis

Commercial Park Advisory Council
Monthly Meeting Minutes
August 18, 2015

Attendees: President McClure, VP Rees, Secretary Stamatis, Treasurer Moran, Linda Springer, Stephen Quan, Park Supervisor Ms. Young

Meeting was called to order at 6:46pm by President McClure. A quorum being present business conducted is as follows.

Minutes from both the special meeting and last regular meeting in July were approved unanimously upon a motion from Secretary Stamatis and seconded by Ms. Springer (Treasurer Moran was absent from the regular meeting and therefore abstained from voting).

Outreach was made to 2nd Ward Alderman Hopkins by President McClure to determine whether the pledge for the Bertha Honore Palmer monument was made on behalf of the 2nd Ward or by former Ald. Fioretti personally. We are still waiting for a response regarding the funds pledged by Fioretti.

Fundraising meeting has not been scheduled. Secretary will resend contact sheet and doodle (scheduling tool) in September.

Fall Block Party and Open House- CPAC table will be manned at the Halloween party this year. Stephen is spearheading with raffle and e-mail list. Next year, the Block Party will be scheduled. A motion was made by President McClure for buying 100 gift card (or equivalent) for said raffle, seconded by Treasurer Moran. Vote passes unanimously.

New Business:

Supervisor's Report - Fall classes begin Monday, September 14th. The Park Kids program begins Tuesday, September 8th. Global Celebration of Peace brought in about 50 people. Most were with the sponsor organization. Ms. Young reported that the park just ended its craziest time of year and staff vacations will be scheduled soon. Danny Delgado, our seasonal Rec leader, will now be a permanent park employee.

Treasurer's Report - Report was given by interim Treasurer Jen Rees. End of July 2015 balance was \$49,918.71. \$100 in funds have not yet been deposited. Check for \$100,000.00 has now been deposited. Both Treasurers concur on the correct amount.

Movie Recap- Commendations were given for Rochelle, who was the only staff member present for the event. Over 250 people attended. Jeanne, Mark, Linda and

Steven and Karen all helped with concessions. It looks like a grand total profit from movie and skating was about \$200 in net profit, on outlays of \$150. Motion to begin selling t-shirts at a new lower price of 8 dollars proposed by chair, seconded by Treasurer Moran and passes unanimously. All PAC members are entitled to a free t-shirt for themselves and children. T-shirts will also be used as premiums for donations

Skating Party - Kids had a great time. Attendance was lower from the 4-6pm portion of the evening. Thanks Linda and Karen for concessions, Jeanne and Mark for setup/teardown, and Jeanne for sound and for being the DJ all day. The safety gear was not delivered again. Ms. Young states there is none available.

Budget Proposal Submission - Electronically filed already. Great job was done by President McClure and Mr. Quan in preparing the statistics for the presentation.

FOTP Seed Grant Proposal- denied for benches. They are on the list for our new Infrastructure fund.

Wi-Fi -CPD has rolled out Wi-Fi at certain locations...doesn't know what the schedule is. Ms. Young will find a contact. Secretary Stamatis will spearhead the inquiries.

E-mail list- New people to add have been given to VP Rees. Old e-mail list needs to be retrieved. Ronda Locke has the list and we need to see if we can get them from her. Secretary Stamatis will inquire as to whether we can get a CPAC-specific email list from Ms. Locke. Chrome folder should be set up to contain all of our relevant docs including the e-mail list.

Snowberry Report - Green Team Growers rescheduled due to rain. Clean up day went really well, organized by Catherine and her daughter.

Superior Report - Rats problem needs to be addressed by calling 311. Sprout Home (Butterfly Garden) was tabled.

Open Forum- If check comes from DAR, Ms. Young will alert Treasurer Moran so she can deposit and get the work order in.

An unexpected and warm statement was given by Treasurer Moran regarding her thankfulness for our outreach during her absence. All expressed our awe that she is back already.

General acclimation led to the adjournment at 7:40 PM.

Minutes respectfully submitted by Secretary Stamatis, with contributions by President McClure.

Commercial Park Advisory Council
Special Closed Meeting Minutes
August 10, 2015

The meeting was called to order at 4:40 pm. In attendance were the entire executive board and Supervisor Young.

President McClure announced the receipt of a most generous check from Fifield development in the amount of \$100,000 made payable to CPAC. The purpose of the meeting was to alert Ms. Young to the gift and to make her aware that the PAC's intention is to use much of the gift for the purpose of aiding Ms. Young in executing a list of park priorities as soon as she furnishes us with a list of such items.

President McClure then proposed that we use \$35,000 of said gift for this purpose. General discussion ensued vis-à-vis the Friends of the Park, CPD, and our by-laws and any legal implications involved in the dispersal of the funds. Particular attention made to a capital reserve, operating reserve and the potential endowment of scholarships and the like. Treasurer Moran will research. No motion was made.

General applause for the incredible accomplishment of Pres. Mc Clure for pulling off the miracle ensued. Pres. McClure stated that she felt this was the outcome of a successful meeting at the alderman's office and thanked VP Rees for her assistance.

An open house charette for the entire community was proposed by madam president and all are in agreement that this will be the subject of the Sept. meeting. Pres. McClure expressed excellent ideas about the organization and management of this event. No motion was taken.

Political considerations were discussed regarding the community perception of the gift and so EVA will be approached by Ms. McClure with additional outreach by this Secretary. The alderman's office and Fifield are to be considered as well. No motion was taken-but the need to maintain cordial and professional relations was noted by all.

President Mc Clure stated that a separate meeting is needed to flesh out ideas about the gift and discussion followed. She therefore recommended that the executive board shall meet in advance of the regular August meeting for a "White Board" session to elicit ideas for our prudent handling of these funds. The meeting will commence at 5:30, to be attended by all present at this said meeting and to conclude by regular meeting time and to be facilitated by Sec. Rees.

A desire to keep this info close to our vests until such time as all could be consulted was agreed to by all with a full statement being made at the Sept. meeting. However the funds may be reflected in the upcoming Treasurers report.

The meeting was adjourned by the only formal motion of the evening at 5:32 at the request of Madam President and seconded by her Vice and was agreed by all.

These minutes respectfully submitted by Teria Stamatis, Secretary

Commercial Park Advisory Council
Special Meeting Minutes
August 18, 2015

Attendees: President McClure, VP Rees, Secretary Stamatis, Treasurer Moran, Park Supervisor Ms. Young, Linda Springer, Stephen Quan (Mr. Quan and Ms. Springer arrived approximately 45 minutes into the session)

A special meeting of the Commercial Park Advisory Council was held to brainstorm ideas in a "whiteboard session" for how to distribute and use the funds received from the Fifield donation. Attached as Exhibit A is a chart of the results of this session.

Exhibit A
Results of CPAC "Whiteboard Session"

<u>"Bucket"</u>	<u>Description</u>
Park Infrastructure Funds (approx. \$35,000)	Replace tables & chairs New benches (in field house) Outside Storage/Hut Paper towel dispenser Door (bathroom stalls) Gutters/ice dams Window (bush dangers) (Club Room) Replace soft surface playground New freezer More storage space (park and CPAC) Garden and maintenance - landscaping Touch up paint Sports equipment - hockey sticks - soccer nets Mats (big blue tumbling mats) - adhere/loop to wall Play school supplies Uniforms (citywide set uniforms for individual competitions) Trophy case Indoor kiosk (Brad) (CPAC) Bulletin boards "Signage" (commerical branding) Aesthetics/beautifying OWN bouncy house Staff equipment/needs/incentives
CPAC Capital Project (approx. \$40,000) ("Marquee")	Basketball Court - resurfacing - rim(s) - outside environs Field improvement - turf Go UP (3rd Floor) Scholarship/Endowment ("Moreno/Fifield/CP Scholarship) Event expansion Bathroom M/F - sinks, toilets, dispensers, soap Purposeful CPAC Event - event solely for CPAC/CP promotion WiFi

Exhibit A
Results of CPAC "Whiteboard Session"

"Bucket"	Description
Community Needs/Wants ("Charette") (approx. \$10,000)	Community charette temporarily to be scheduled in February 2016. Community to be asked for its input. <ul style="list-style-type: none"> - Marketing (brand, source volunteers) - Timing/dates - Need to file partnership agreement for charette - in person & online (web document)
Holdback/Operating Capital (approx. \$15,000)	These are ideas with a timeline of no greater than three years from date of donation: Scholarship/Endowment <ul style="list-style-type: none"> - communication/status to Moreno/Fifield/etc. - Commercial Club outreach Event Expansion Stipend for Volunteer Coordinator Legacy planning/succession CPAC and Staff Party <ul style="list-style-type: none"> - recreate "thanks for giving" - celebrate as one group Adult programs Stipend for Artist-in-Residence

Commercial Park Advisory Council
Monthly Meeting Minutes
September 15, 2015

In attendance: President McClure, Ms. Young, Linda Springer, Secretary Stamatis, Deb Milkowski, Stephen Quan

Meeting called to order by President McClure. No quorum being present, no motions were tendered.

Monies have been received from Alderman Fioretti for his pledge for the Bertha Honore Palmer Park stone and plaque.

Fundraising: A separate meeting is needed. Google doc will be re-sent by Secretary Stamatis. Shooting for Jan. or Feb.

February Movie in the Park: We need to select a date. 4th Friday in February (February 26th) was suggested, as it was the same date as years prior.

Wi-fi: We are waiting for Maria Stone to process our request. The estimated time for a resolution to this could be anywhere from six months to a year from this meeting.

Email List: We discussed combining the Commercial Park Kids Walkers List to the existing list, and then the initiative for the raffle for the Halloween Party is to get as many email addresses as possible. Secretary Stamatis will again ask Ronda Locke to provide a park-only subset of her "R's blast" email list.

Regarding the Halloween Party raffle, Deb has suggested we solicit for gift cards and donations rather than buy a gift card.

Supervisor's Report: Fall programs begin this week. There is a need to promote the soccer league for 10-13 yr. olds (Saturdays 2-4, Wednesdays 6-7). The league is outdoor 5 on 5 co-ed. Minimum 20 kids...aiming for 30. 6-9 flag football we have 15 open spots. Sat 11-1:30.

Cynthia Rosario is no longer central area supervisor for our region. She has been replaced by Marilyn Morales as of the day of this meeting.

Five partnership agreements and letters were submitted by President McClure for the Halloween Party, the Holiday Party, the Art in the Park Program, Story Time and the CPAC monthly meetings. All have been submitted to CPD. Partnerships still needed: charrette, movie in the gym.

Another work order for the swings has been submitted.

Treasurer/Financial: \$149,756 is new balance. Treasurer Moran was not in attendance, so no report was given.

Halloween Party: A special meeting is needed to organize the party. Hope to schedule for 1st week in October. We will then schedule a shed cleaning and pick-up from Salvo. Costume drive will be started early. Have Jen/Suzi send flyer to Mitchell Google group. Jeanne will do LaSalle II. Ms. Young will take Talcott and Columbus. Jeanne and Teria will do costumes again. Mr. Quan will try St. Mary of the Angels for costume donations. Linda will possibly flyer Sabin as well. We will have access to the gym from 5pm until 9 pm on Friday, October 23rd and starting at 11am on Saturday, October 24th. We'll need a master check list for the teen volunteers. Deb sourced a pre-K craft of foam pumpkins and spiders for the party. We will need samples of ghosts for the parade route. Shandrel will discuss with BuildOn volunteers for either both the 23rd and 24th or only the 24th. Jeanne is coordinating the Noble Street volunteers with Principal Ellen Metz and Director of Community Service at Noble Street Charter.

LaSalle 2 Healthy Family Fest: CPAC representation was discussed. Because the time and date of the Healthy Family Fest this year (after school on Friday, October 23rd), it is very unlikely that CPAC will be represented at the event.

Myra Mazzei has volunteered to help us garden at the park. Unfortunately she was unable to attend this meeting, so further discussion was tabled.

Secretary Stamatis suggested we consider sourcing a kiosk for CPAC that would be mounted inside the park from Brad Reiss. After seeing the products he had available and further discussion from the board, we decided against purchasing a kiosk from him. A wall mounted kiosk is still needed. Deb suggested that cork board may also work.

Fifield donation update: Maria Stone advised President McClure that it would likely be best to wait to petition CPD for capital improvement until after the Commercial Park 2016 annual budget comes out (by December 2015). We should also wait on capital improvements until we further explore the possibilities regarding dollar matching by CPD. Shandrel has a few items she would like to purchase immediately from "bucket 1" from the August 2015 special meeting minutes (e.g., new tables, chairs, dollies).

Lucy Jacobs from Circus in the Parks asked if any members of the CPAC board would be willing to help WPAC host their circus on September 19-20th. No one present at this meeting mentioned that they were able to participate.

Snowberry Report: none. Last Green Team Growers this morning.

Superior Report: none. Working on the rat issue. Sprout Home butterfly garden remains tabled. Friends of Superior were able to gather some teen volunteers to help with a park cleanup project.

Open Forum: Rochelle DeLeon is unfortunately leaving the park for a new position outside of CPD. She will be greatly missed. Her last day is Friday, September 25th. DAR has confirmed that they are in the process of sending the monies for the Bertha Honore Park kiosk and stone and plaque.

Meeting adjourned at 7:51pm

Minutes respectively submitted by Secretary Stamatis, with contributions from President McClure.

Commercial Park Advisory Council
Monthly Meeting Minutes
October 20, 2015

Meeting is called to order by President McClure at 6:42 pm. Attendees: Marilyn Morales (Area Manager), Ms. Young, President McClure, Secretary Stamatis, Treasurer Moran, Deb Milkowski, Stephen Quan.

Stephen Quan made a motion to approve the August 2015 Monthly Meeting Minutes, seconded by Treasurer Moran. Motion carries. Stephen Quan made a motion to approve the August 2015 Special Meeting Minutes, seconded by Treasurer Moran. Motion carries. Stephen Quan made a motion to approve the September 2015 Monthly Meeting Minutes, seconded by Treasurer Moran. Motion carries.

LaSalle II Healthy Family Fest: The board discussed and agreed that it should be better scheduled next year. No CPAC presence except for flyers for Halloween party and the fall schedule. Soccer attendance could be better. It will be highlighted.

Infrastructure Improvements: CPAC cut a check to pay the vendor for the replacement tables and chairs. The supplier is Bebon Office Machines and the amount was for \$5,763.00. They will be delivered in 2- 3 weeks. This is all being paid for with CPAC funds.

Open Forum: President McClure discussed the status of the DAR Chicago Chapter donation of a kiosk, brass plaque and stone in Bertha Honore Palmer Park. As a result of when we received payment from them, CPAC will now have the kiosk installed in spring 2016. DAR proposed a March 2016 installation as this coincides with the 125th anniversary of the founding of the Chicago Chapter. An outstanding problem is the fee-laden permit process. Maria Stone, Community Relations Manager for CPD, recommended that the \$250 non-refundable permit fee should be waived. CPAC will have to submit a partnership agreement in order for this to proceed. A celebration will be planned as well. Deb volunteered to help with the celebration.

Statement from Marilyn Morales: She is happy to be back. We are so happy to host her here. She's been at the park for 23 years. She has great contacts. She has worked all over the city. She wishes to enhance all of our parks. She loves being a public servant. She works with integrity. She wishes to be our partner. She understands we are all volunteers, and she wants to let us know we can count on her for support. She will follow up with the Wi-Fi. Some parks in our area are slated to be online by this year.

Motion to adjourn tendered at 7:12. by Stephen Quan, seconded by Treasurer Moran. Motion carries unanimously.

Commercial Park Advisory Council
Monthly Meeting Minutes
November 17, 2015

Meeting called to order by Pres. McClure at 6:34pm. Present : K Moran, Linda Springer, Deb Milkowski, Shandrel Young, Teria Stamatis and Pres. McClure

- a. Approval of Meeting Minutes (October 2015): Motion to approve from L Springer 2nd by K. Moran
- b. Fundraising (schedule separate meeting): To be scheduled in February. Teria will send Doodle.
- c. Schedule Charrette for Fairfield Grant (February 2016): Teria will send Doodle. Not Feb 12 or 15th.
- d. Partnership Agreement (DAR Fee Waiver): Will be executed by Pres. McClure. Questions about the placement of the kiosk were raised because of the size of the kiosk. Another PEC would be required. The site will be inspected by Ms. McClure and Young to see if there is an alternate location where the kiosk would not present a hazard. We would love to invite the DAR to do a Women's History event on Bertha Honore Palmer's birthday (or some kind of sponsorship agreement)
- e. Email List: Contact Information Gathered at Halloween Party. 80 names were gathered, with approximately 60 viable addresses. Raffle prizes were distributed and the winners were so happy. Mark Ruggiero will input all of our names into a database for us. Hopefully we can get a good list from Ronda Locke with additional names.

II. New Business

a. Supervisor's Report

Winter classes are on view. Classes begin Jan. 4th. CPD would be doing whatever possible to program if CPS budget cuts prompt a strike. Winter registration is Tues. Dec 1st online 9am, Dec. 5 in person same time. 95% of classes are online. Waiting list is online as well. We can do in person waiting list but the online folks will be first. Badminton has advanced to regionals as well as the boys' floor hockey (10-12), who will go to citywide. Movie night partnership needed. Week of Christmas and New Years the park hours are 9-5. Room and rental fees are going up between 2-5%. Tables and chairs are coming, but chairs are on back order...new ones may be coming; our salesman will bring a sample we could get in 2 weeks. New invoice is requested in case the new chairs would work.

- i. Garden Area/Story Time Nook by Park Entrance. Not a CPAC project. Pad will be replaced with concrete, and the trees will be left standing.

A. Potential Gardener Options: We will put out the feelers online and via e-mail list and see if we have folks that would be interested in gardening. Community Garden resources can be accessed. We could pay someone to head up the garden. Friends of the Parks can be approached. We can ask if kids from Commercial walker group that is a drop in garden activity (for older kids, 4th grade and above).

ii. Winter Program Sign Up Hockey sign up snafu handled.

b. Financial/Treasurer's Report

Balance is \$148,000. Halloween Holiday expenses were about \$1016. Friends of the Parks are requiring reporting in July and Oct. Report went out for Oct. CPD requires a year end report in Jan. \$41 in donations were collected at the Halloween Party. First invoice for our infrastructure improvements was cut!

c. CPAC Halloween Party and Parade Recap

Membership suggested that donations should be near front door, as well as the bags. Jeanne thinks it was FANTASTIC. Set up was really great. Day of the party was very smooth. Marilyn Morales visited which was very appreciated. Purchasing was spot on as far as amounts. Bags were purchased as well as costumes were purchased. Face paints and brushes were also purchased. Numbers need to be remembered for purchasing next year. 7oz cups were perfect size. Timeline for set up was really helpful as well as planning meeting. Props to the Alderman's office and Rocio for their help with the police cars.

i. Post-party Clean Up- was fast and efficient, but items were misplaced and some were thrown away. A clean up coordinator(or 2) who will not go on the parade is needed. Motion to spend \$250 dollars on bins for storage by Teria Stamatis 2nd by Pres. McClure. Passes unanimously.

d. Holiday Party Planning: T shirts can be given at the raffle. Jeanne went to BuildOn and cc'd Shandrel to get folks to help with the set up for the holiday party. We usually deal with Jessica who will be here Friday from 2-8pm. We will have a different crew on Saturday that will work from 10-3. Ms. Young has also reached out for school volunteers for that week. We will work from 3-7pm most days-as we did for Halloween. Noble Horse Services has been contacted - cost looks like about \$675. We need more blankets. Ronda will get Sgt. Clas. 3 schools will be invited as well as CPD on their web site. Free food was discussed with All Natural Chicago...100 cookies? Big Shoulders will do coffee. Crafts are done. Entertainment is done. Raffle is being worked on.

i. Schedule Planning Meeting (1st week of December): Mon. Nov. 30th 6:30 pm. Could possibly be held at Deb's and we could help with wrapping.

- e. Friends of Superior Report none
- f. Friends of Snowberry Report none
- g. Open Forum Rally downtown.

Motion to adjourn by Pres. McClure 2nd by L. Springer. All in favor.