

VILLAGE OF HOFFMAN ESTATES
CULTURAL AWARENESS COMMISSION
Meeting Minutes
Tuesday April 1st, 2025

7:15pm – Conference Room – Village Hall

I. CALL TO ORDER

Chair Kathryn McCord called the meeting to order at 7:15 PM.

II. ROLL CALL

<u>Present</u>	<u>Absent</u>
Susan Cooper Sandra Lahoz Kathryn McCord Renee McMullen Arlene Montanez	Ximena Atristain-Bigurra - excused Bonnie Wurster – excused Jean Stone – excused
Staff Liaison – Patrick Seger Staff Liaison – Cathy Doczekalski	

III. APPROVAL OF MINUTES from March 4th, 2025

The minutes from March 4th, 2025, were approved.

Kathryn moved to approve the minutes. Susan seconded. Voice vote: all in favor.

IV. PUBLIC COMMENTS

None.

V. OLD BUSINESS

Unity Day Follow Up

Goal: Make Unity Day big so this event will be held at the NOW Center

Kathryn said we will publicize Unity Day through Daily Herald, Citizen, Chamber of Commerce (Kathryn will forward to Trish), promote social media, and to friends & family. There will be an article in the H.E. Citizen.

Kathryn also discussed Unity Day food as follows:

- Tres Leche Cake (*no fresh fruit*) from Estrella is \$108. Two ½ sheets. Refrigeration required. PICK UP NEEDED

Note: last year's German Chocolate cake was \$65

- Guacamole and Chips from Valli will likely go up in price due to tariffs. Commission members accepted that. PICK UP NEEDED
- Polish Kolaczki would be \$60 from Jewel. PICK UP NEEDED – Kathryn will pick up with FLOWERS
- Greek Chicken from QP. Kathryn will ask QP restaurant to cut 8 chickens into 10 pieces each (cut chicken breasts into half). Total 80 pieces. QP will DELIVER at 11:30 AM.
- Chinese Fried Rice from Fortune House would be \$121. Three ½ pans. DELIVERY \$4.
- Vegetarian Spring Rolls from Valli Produce (replacing last year's Ukrainian cabbage roll - not popular with last year's Unity Day guests). Cost is six for \$3.99 (negotiated down from \$5.99). HOT 102 is the count with mini containers of Sweet & Sour sauce. PICK UP NEEDED
- Pork on a stick from Umart will cost \$3 each; 80 pieces = 40 pieces cut in half. Kathy said she had told Umart that the pork on a stick had to be piping hot when collected at 11AM. PICK UP NEEDED
- Samosas – 100 small – complimentary from owner of Parivar. PICK UP NEEDED
- Chips, Water, Plates – Patrick will PICK UP
- Tablecloths, Flowers – Kathryn will PICK UP
- FOOD PICK UP
 - Patrick: Valli Produce -Guacamole, Chips, & Spring Rolls see John Carlo or Max – Catering Director
 - Kathryn: Jewel – Kolaczki & Flowers
 - Sandra: Estrella Bakery – Tres Leche Cake see Montse
 - Jean: U-Mart – Pork on a Stick
 - Jean: Parivar - Samosas
- Patrick asked about the total number of hot foods since the kitchen can keep only four-five items hot
 - Kathryn said she will ask for hot food items to be packed in half-size pans:
 - Samosas, Fried Rice, Spring Rolls, and Pork on a Stick
 - Hot food items can be kept hot in the kitchen

Volunteer Organizations:

- Library - Kathryn confirmed the library is available for crafts
- NW Suburban Women's Club
- Park District – Cindy Flynn
- Sororities – Jean will ask Deltas if they can help. AKAs have a major fundraiser event and unfortunately cannot volunteer

Doors open at 11:30 AM, food served at noon. Commissioners should arrive at 10:30 AM to set up.

- Commissioners Volunteering on Event Day: Kathryn, Patrick, Cathy, Jean, Bonnie, Mimi

- **Staff Liaison Report**

- Brought additional flyers and Hallie provided an email with electronic flyers Entertainment
 - Kathryn said Unity Day Entertainment would cost \$200 each
 - Hallie has Entertainment contract including time locked in
 - Next Step: Patrick will contact Entertainers
 - Bollywood wants to look at the venue
 - No seats needed
 - Entertainers will use venue sound system as needed (e.g. connect via their phone)
 - Determine changing room as space is limited
 - Irish Dances arrive in costume
 - Bollywood and Aztec need to change into costumes – they can share Village Hall Conference Room
 - Kathryn will call Bollywood to get headcount

VI. NEW BUSINESS

a. **Hispanic Heritage Day – October 11th**

- Ximena and Sandra will lead
- Must submit article to Citizen Newsletter by July 20th
- Sandra will secure gift (pinata) bags for children from H.E. Park District
- Valli Produce – order tamales; also, Valli may donate a pinata

b. **Chairperson Report**

- Kathryn spoke to Granddaughter (Gigi) of Bessie Coleman – First Black Woman Pilot about being a speaker at the next H.E. Black History event
 - Gigi's cost is \$1000, but she said that she wants to do the H.E. Black History event and that would work with H.E. CAC Chair
 - H.E. budget is \$200
- H.E. High School Majorettes are expected to be return performers at the H.E. Black History event. This is good because it is difficult to get schools involved.

VII. ADJOURNMENT

Kathryn moved to adjourn the meeting and Renee seconded. Voice vote: all in favor. Motion passed and the meeting was adjourned at 8:17 PM.

Minutes submitted by Renee McMullen on April 18th, 2025

The next meeting of the Cultural Awareness Commission will be on Tuesday, May 6th, 2025.