

Homer Community Festival Committee

Minutes of the Meeting on
February 2, 2022

**Village of Homer Glen
14240 W. 151st Street
Village Community Room**

1. Call to Order

The meeting was called to order at 5:37 p.m. by Chairperson Fialko.

2. Pledge of Allegiance

3. Roll Call; Establish Quorum

Members present at 5:37 p.m. were Co-Chair Dan Fialko, Co-Chair Ruben Pazmino, Karen Adamczyk, Tony Drabik, Carmen Maurella, Paul McGary (via phone), Sue Steilen, and Debbie Stevens. John Walters joined the meeting at 5:55 p.m. Mike Carlson joined the meeting at 6:13 p.m.

Members absent: Ethan Fialko, Mark Gawron, and Sara Rudnik.

Also Present: Superintendent of Parks and Facilities John Robinson.

4. Approval of Amendments to the Agenda

None.

5. Approval of Minutes

a. January 19, 2022

Co-Chair Pazmino made a motion to approve the minutes of the January 19, 2022, meeting. Second was made by Member Drabik. None were opposed. Motion carried.

6. Public Comment

None.

7. Announcements

None.

8. Old Business

a. 2022 HomerFest Planning

1. Site Planning and Layout

Co-Chair Fialko, Member Gawron, Member Walters, and Superintendent of Parks and Facilities John Robinson walked the site and met to discuss the site

plan. A site layout created as a result of their meeting was displayed and discussed at this Committee meeting. Co-Chair Fialko asked Member Gawron to create a separate map for handwash stations and porta potties.

The band access has been relocated to the pathway entrance by Woodbine West. The wood posts will be removed temporarily to allow cars to get through. Member Walters has volunteered to block the entrance with his car to keep unwanted vehicles from entering at that location. He will be in charge of monitoring and allowing vehicles to enter at that location. A gravel patch will be added behind the large tent to park and unload band member vehicles. The EMA vehicle may go on the gravel patch to the east side of the tent. The tent for Rose Reynders to provide food for volunteers may be adjacent to the EMA area.

Two handicap porta potties will be placed near the band area for their use.

The cigar bar was relocated to the east side of the tent between the trees. The porta potties were moved near the path on the east side. The golf carts may be placed to the west of the Information Booth. Member Steilen will create passes for everyone that will use the golf carts. Member McGary will manage the keys at the information booth. The golf cart pass holder will turnover their pass (with their name on it) to Member McGary/Information Booth attendant in exchange for the golf cart key.

Member Steilen will check into fans for the tents. Ordering the 80'x180' tent to save on expenses is preferred. However, the larger tent may be needed in case of bad weather. Member Steilen will check into how the larger tent can be available if needed.

2. Parking Plan Update

Parking will be reserved on the ring road for event staff. Cones will be labeled possibly with the staff members name. Co-Chair Fialko asked Member Steilen to talk to the Library and request that their construction not start until after the Fest is over, so their parking lot will be available for Fest use.

Member Stevens suggested Committee members also consider parking by the Public Works building. Handicap parking will be next to the baseball fields, and volunteer parking will be on the other side of the shed by the fields. Food vendor parking still needs to be designated. About 40 spaces may be needed.

3. Volunteers

b. Schedule and Positions Needed

Member Steilen reviewed the process for volunteers to sign up. Member Walters will need a volunteer to help the band get in and out. Member Drabik will need a volunteer to help in the beer tent. Co-Chair Pazmino will work with Member Maurella in coordinating food vendors.

c. **Organization Application**

The information packet for volunteer organizations was reviewed. The organizations will submit their information to Member Steilen at the Village. Member Stevens will assist working with the organizations in the beer tent.

4. Committee Member Updates

Member Fialko asked the Committee if the time for the fireworks should be reduced to save money. The Committee consensus was to keep the fireworks at 20 minutes.

Member Carlson asked for information regarding what is needed for ice. He is contacting Jewel to see what they can provide. Member Steilen will send him the information.

Member Walters' electrician friend was not able to help. Member Steilen is reaching out to another volunteer. Member Walters will get the GPS coordinate to use for the bands' directions.

Trustee La Ha will assist Member Adamczyk with Special Needs Day.

Member Stevens asked about the Carnival employee parking. The spaces still need to be identified. They will be in the same general location as last year.

John Robinson has secured the generators.

Member Steilen reported the tent companies will set up the tents the Thursday or Friday the week before the Fest. The food vendor packets have been sent out. Food vendors will be chosen at the meeting on March 2.

Co-Chair Pazmino and Member Drabik will work together on the Lakeshore Beverage order. Member Drabik will check with Lakeshore to find out what type of plug is needed for the truck and then let John Robinson know.

Member McGary asked about getting more mats. Member Carlson is checking to see if he can get some from his work.

Co-Chair Fialko asked about options for the sale of water. The vendors will sell water. The price of \$1.00 a bottle for water and pop was discussed and may be revisited at the food vendor meeting.

Co-Chair Fialko reported the bands are all set. He would also like to meet with Member Steilen and the Mayor about signage and requirements for the liquor license. There will be no fencing this year. Signage will be placed saying "no liquor beyond this point." Signage would be similar to what was used for carnival sponsor signs.

9. New Business

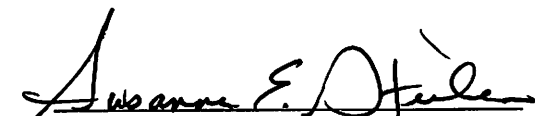
10. Next Meeting

The next meeting will be on Wednesday, March 2, at 5:30 p.m.

11. Adjournment

Member Maurella made a motion to adjourn the meeting. Second was made by Member Drabik. The motion passed unanimously. The meeting adjourned at 7:05 p.m.

Respectfully Submitted:



Sue Steilen
Special Events Coordinator
Village of Homer Glen