



Village Of Homewood  
Community Relations Commission  
for March 7, 2016 Meeting

Village Board Room  
2020 Chestnut  
Homewood, IL 60430

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## CALL TO ORDER:

The meeting was called to order by Committee Chair Phil Kosanovich at 7:05 PM. The following people were in attendance:

## ROLL CALL:

Phil Kosanovich, Carlyn Coleman, Ardell Roundtree, Clifford Cressey, and Robert Pascarella

**Not in Attendance:** Anthony Brown, Kathi Knight, Nancy Spaniak, Shannon Olson, Tom Hamilton, Lauren Roman and Heather Kersten

**Board and Staff Liaison in attendance:** Village Staff Allisa Opyd and Anna Devries.

## APPROVAL OF MINUTES:

February 1, 2016 meeting minutes, a motion was made by Roundtree to approve and seconded by Coleman.

## PUBLIC COMMENTS:

There were no public comments made at the meeting.

## AGENDA ITEMS:

- A. Review Chocolate Fest: The event took place on Saturday February 20, 11 AM until 2PM in the auditorium with over 1200 chocolate lovers attending. We were fortunate to have a great weather; however, it was the great marketing/ promoting of the event that brought people out for a day of family fun! Thank you to the CRC for making this a successful event.
  1. Bake-Off layout: Bake-off area is still too cramped. Next year order **30 stanchions** and do not have them set-out until before we are ready for patrons to line up. Create a sign where queue begins. Limit the amount of participants that will serve samples, 2 per bake-off participants. Donations will not be accepted until the sampling begins and people in the queue.
  2. Maximum bake-off participants 10, minimum 8.
  3. Continue with the apron decorating, some children spent 40 minutes decorating.
  4. Continue to hang the signs from the ceiling and the extra large white balloons.
  5. In the marketing materials add the apron decorating and science center's activities.
  6. When vendors check-in have concierge hand out an event information sheet detailing what additional programming is taking place at the event. Bake-Off, Baking Demonstrations, children's activities.

7. Send a follow-up email to bake-off participants. Unless they receive an email from the event team that their bake-off application has been received, they will not be able to participate.
8. Consider having the non-for profit sell milk or water.
9. Change some of the times for the programming:
  - Bake-off participants set-up at 10 AM, Judges arrive at 10:30 AM, judging starts at 11 AM, 11:30 AM open tasting. **Add to the application if the participant arrives after 10:15 AM they will not be allowed to participate in the bake-off.**
  - 1<sup>st</sup> Demonstration at 12:00 PM
  - 2<sup>nd</sup> Demonstration to start at 1PM
  - Announce winner at 1:30 PM

**B. Upcoming Events: Devries updated the group on the following events.**

1. Indoor Market held at the Marie Irwin Center: The indoor market is the last Saturday in the months of January, February, March, and April. In January more than 600 people attended the market and in February more than 700 attended. The indoor market has a strong reputation with both vendors and attendees. At the February market The Cottage sold root vegetables that were grown in a hot house and Zeldenrust sold honey, rosemary and plants.
2. Outdoor market: Because of the great success of the indoor market, vendors have already started to sign-up for the outdoor market that starts May 28 at the new location of Martin Avenue Square.
3. Rail Fest: The event will take place on May 21, 9AM to 3PM in the auditorium.

**GENERAL DISCUSSION:**

**NEXT MEETING:** Monday April 4, 2016, at 7:00PM

**ADJOURNMENT:** At 8:17 PM a motion was made by Roundtree and seconded by Pascarella to adjourn the meeting. Motion carries.

Respectfully submitted,  
Allisa Opyd  
Events Manager, Staff Liaison