

LINDENHURST ENVIRONMENTAL COMMISSION

Meeting Minutes March 11, 2015 Lindenhurst Village Hall

1. Roll Call - 1830
 - a. Melissa Forsberg
 - b. Tracy McGrath
 - c. Therese Ask
 - d. Michael McElduff - Lakes HS Rep
 - e. Joyce Dever
 - f. Ken Anderson
 - g. Vivian Protine
 - h. Ryan Horton - guest
 - i. Dominic Marturano - guest
2. Finance
 - a. Proposed 2015 budget submitted to Village. To be discussed at March 30th Village Board Meeting.
 - b. Rain Barrel/Compost Bin rebate program to be discussed at March 30th Village Board Meeting.
3. Clothing & Textiles Status
 - a. Discussed more ways to advertise. Suggested adding something about clothing, textile, shoe, and pharmaceutical recycling for handouts at Earth Day and as appropriate for future events.
4. Shoe Recycling box(es)
 - a. Still planning on having a permanent placement in front entry of Village Hall. As a temporary basis in the mail room.
5. St Patricks Day Parade
 - a. March 14, 2015 - Parade starts at 12:00pm, 10:30am Line-Up at Palombi School, 156 McKinley Ave., Lake Villa
 - b. Attending - Mbrs Calanca, Forsberg, Andersen
 - c. We are to pass out reusable bags with Earth Day flyers and seed stakes.
 - d. Will speak to Lindenhurst Queens about attending Earth Day Event.
6. Plant Exchange - May 16th
 - a. To date Mbrs Forsberg and Trustee McGrath to attend. Mbr Andersen to verify.
 - b. Signs are all completed. Trustee McGrath to contact Rob Garcia about placement.
 - c. Rob Garcia contacted regarding use of Public Works garage for that day.
 - d. We are to pass out flyers at Earth Day event as a means of advertising for event.
7. Earth Day Event
 - a. Lakes HS to help Commission with Water Sense Initiative. They will also provide a kids activity in which they we provide seeds and container for a native plant that does not require much water.
 - b. Water sense initiative - to discuss
 - i. Rain Barrel (benefits and rebate program)
 - ii. Fix a Leak - to have a laptop with the different points with links to websites with tips.

- iii. A day in the life of...educational forum.
 - c. Vendor list updated. Hold Harmless Agreement requested.
 - d. Raffle(s)
 - i. We will be raffling off a rain barrel, compost bin, aerator, kitchen pail, and other items as provided by vendors.
 - ii. Raffle form needs to be filled out. Mbr Forsberg to contact Village.
 - e. Flyer for event - Park District to create for our use.
 - f. Mbr Andersen has contacted schools about picture competition. He will also coordinate with Village for the items necessary for day of event.
8. Advertising for new members and volunteers
- a. To be added to Village website.
 - b. To create something for Earth Day Event.
9. Upcoming dates-to-remember:
- a. March 14th St Patrick's Day Parade
 - b. April 1st Special Meeting
 - c. April 8th Monthly Meeting
 - d. April 15th Special Meeting
 - e. April 22nd Special Meeting
 - f. April 24th Earth Day Event Prep
 - g. April 25th Earth Day Event
 - h. April 29th SWALCO shoe round up
 - i. April 30th SWALCO shoe round up
 - j. May 16th Spring Plant Exchange
 - k. August 15th Lindenfest Parade
 - l. September 19th Fall Plant Exchange
10. No new business.
11. Meeting adjourned - 1944

Proposed 2015 Environmental Commission Budget

St. Patrick's Parade

Bags.....		Surplus from last year
Candy.....		\$ 150.00
	Sub-Total:	\$ 150.00

Earth Day

Tree(2).....		\$ 200.00
Tree plate(2).....		\$ 600.00
Food.....		\$ 750.00
Gift Certificates.....		\$ 180.00
Bags.....		Surplus from last year
Queen Bee Prizes.....		\$ 150.00
Candy for Nut Hunt.....		\$ 175.00
Prizes for Nut Hunt.....		\$ 150.00
Mayors Choice Prize.....		\$ 40.00
Misc. Supplies.....		\$ 75.00
	Sub-Total:	\$2,320.00

Lindenfest Parade

Candy.....		\$ 150.00
**Bags (1000).....		\$1,700.00
	Sub-Total	\$1,850.00

Recycling Program

Bins for Village Hall.....		\$ 200.00
	Sub-Total:	\$ 200.00

Total: \$4,520.00

Current Escrow Balance: \$2,876.64

**It is more cost effective to purchase bags in quantity, this amount of bags should provide us enough for Lindenfest Parade this year and St Patrick's Day parade and Earth Day next year. As an alternative, we would need a \$900 allotted budget for 500 bags.

2014 CLOTHING & TEXTILES CONTRIBUTION

Month	Pounds Collected	Contribution
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November	246 (2 weeks)	
December	761	
Total Contribution		\$45.32

Please note industry standards is 800 pounds per month.

Earth-Arbor Day Activities 2015

Saturday, April 25 10:00AM-1:00PM

January		
1.	X	Establish Earth/Arbor Day date, time, and budget.
2.	X	Arrange first formal meeting.
Early February		
1.	X	Conduct first formal meeting.
2.	X	Go over tips from last years (suggestions).
3.	X	Divide up potential exhibitors and call for availability (Advise everyone that certificate of insurance must list Village of Lindenhurst as additional named insured or Hold Harmless Agreements are required as determined.)
4.		Contact Lindenhurst Queens
Late February		
1.	X	Meet and discuss results of calls to exhibitors.
2.	X	Discuss activities for kids.
3.		Contact scouts and police explorers.
4.		Discuss 50/50 and raffles (times and sellers).
5.		Make arrangements to have dates changed on wooden panel signs (Rob Garcia).
6.		Set up Plant tour and contact...
March		
1.		Meet with Village and discuss "to do list" (see attached).
2.		Contact Press for event publicity.
3.		Contact Stacy about publicity on Village website and Channel 17.
4.		Print up flyers.
5.		Order trees.
6.		Order food from GFS.
7.		Prizes purchased.
8.		Contact all exhibitors to confirm, and have them provide certificate of insurance or a hold harmless agreement.

Two weeks before Event		
1.		Deliver flyers to area schools.
2.		Title posters for each exhibitor table.
Week of Event		
1.		Email reminder to exhibitors.
Friday before Event		
1.		Pick up any remaining supplies.
2.		Set up 3 rd grade pictures for display.
3.		Evaluate and assist in exhibitor set up/support.

Village (Matt Formica 847-356-8252) 40 tables, 100 chairs

1.		Arrange for pick up of 20 cases of pop.
2.		Set up routes and staging for cleanup volunteers.
3.		Cash box with \$50.00 in small change.
4.		Channel 17 information.
5.		Explorers for traffic control.
6.		Contact Rob about plant tours.
7.		Contact Milburn, BJ Hooper, and Pleviak schools for tables and chairs.
8.		Print bathroom signs, and tour signs, and Police Department open house signs.
9.		Get banner and give to front desk for Rob Garcia to have date changed.
10.		Arrange to have an office staff member to help with making copies for paperwork.
11.		Confirm certificates of insurance and/or hold harmless agreements for exhibitors.

Public Works

1.		Pick up wood signs and drop off at Rob Garcia to change date (late February).
2.		Contact Groot to arrange for compost and wood chips.
3.		Arrange for trash and recycling bins through Groot.
4.		Hang Earth Day banner on building 2-3 weeks prior to event.
5.		Pick up and install Earth Day signs 2 weeks prior to the event.
6.		Pick up extension cords and power strips.
7.		Bring coolers from tower and clean out.
8.		Pick up tables and chairs. - Don't need as many this year
9.		Pick up table cloths.
10.		Arrange for orange trash bags for volunteers.
11.		Gather orange safety vest for volunteers.
12.		Pick up pop.
13.		Pick up sound system with portable microphone and set up.
14.		Clean and set up 1-ton trucks for trash pick-up.
15.		Clear and clean both garages.
16.		Hang tarps in garage areas.
17.		Pick up ice and place in coolers with pop the night before the event.
18.		Set out traffic control devices for park district run/walk event.
19.		Collect garbage that volunteers have filled.

20.		Pick up traffic control devices following the conclusion of run/walk event.
21.		Set up tables and chairs with table cloths and exhibitor signs.
22.		Place covers over drains in garage.
23.		Hang up bathroom signs, tour signs, and police open house signs.

2015 Earth Day Vendor List

	Vendor	2015	2014	2013	2011	Contact	Phone #	Email	Comments	HH
1	9 Rounds	x				Keith Surroz		9roundlindenhurst@gmail.com	donation for raffle	
2	A Alfa Plumbing	x	x			Michelle Gradowski	847-208-0015	alfaplumbing@yahoo.com		
3	Ad Lib Cafe	x		x		Rick Starr	847-245-7328	chefrickstarr@gmail.com		
4	Agape Chiropractic	x	x			Jan Struck	847-533-5404	handzon@yahoo.com		
5	Amber Burkey	x				Amber Burkey	847-746-3975	aburkey87@gmail.com	\$2-small; \$4-large	✓
6	Brownie Troop #40782	x	x			Allyson Voller		allvo@hotmail.com		✓
	Busy Brains					Alison Price	224-381-0138			
7	Carpet One	x	x	x	x	Vivien Protine	847-265-7493	vprotine@carpetonestore.com		
8	Cartridge World		x	x	x	Steve Belt/Bill	847-395-5705	sbelt@cartridgeworldusa.com		
	Children of America					Susan - Director	224-444-6148	coalindenhurst@childrenofamerica.com		
9	Classic Toyota/Scion/Kia	x	x	x	x	Jim Hudson/Kevin O'Neill	847-344-9212	jhudson@classicdealergroup.com kevin@classicdealergroup.com	Fax 847-336-4846	✓
	Door-to-Door Organics									
10	Environmental Commission	x	x	x	x					
	Frog Lady									
11	Girl Scout Troop #40698	x	x			Sara O'dowd		sodowd711@hotmail.com	Shoe recycling.	
	Heavenly Horses						847-867-6656	smash041991@yahoo.com	sharon.casares@yahoo.com	
	Illinois Arborists		x	x	x				Sending hand outs.	
	Kiwanis Club									
12	Lake County Forest Preserve	x	x	x		Tom Weber	847-367-6640	tweber@lakecountyl.gov		
13	Lake Villa Fire Dept	x??		x	x	Greg Phillips	847-356-2525	gphillips@lakevillafd.com	If enough volunteers	✓
14	Lake Villa Library		x	x		Nina Kenney	847-356-7711	nina@lvdl.org	Ext 215	
15	Lakes Community HS	x	x	x	x	Jeff Newton	847-395-9182	jeff.newton@chsd117.org		
	Lindenhurst Animal Hospital									
	Lindenhurst Health & Fitness									
	Lions Club									
??	Cub Scout Pack #1950			x		John Cepolski	847-644-5632	ilcana@live.com	john.cepolski@bcu.org	
16	Lakes Commission	x	x	x	x	Ken Funk	847-356-1433			

	Vendor	2015	2014	2013	2011	Contact	Phone #	Email	Comments	HH
17	Park District	x	x				847-356-6011			
18	Police Dept Tours	x	x	x	x	Chief Kevin Klahs	847-356-5400			
19	Water Dept	x	x	x	x	Rob Garcia	847-356-1765			
	Lions Club									
	Naturally Green Experts		x			Carl Zegan	847-543-0720	naturallygreenexperts@yahoo.com	ayslake, IL 60030 Viv checking	
	Peace,Paws & Harmony								Tracy A checking	
	Peace Pole			x		Randi Scheurer	847-245-1421	rjscheurer@comcast.net	Viv checking	
	Pediatric Interactions		x			Sarah Rosten	847-223-7433	sarahr@pediatricinteractions.com	2015-conflict...next year	
20	Save-A-Pet	x				Lillian Messner	708-309-4946	saplil@hotmail.com	Would like electricity if possible.	
	Shag Bark			x		Amy		amy.darling@shagbarkpetspa.com	brian.mcquire@shagbarkpetspa.com Melissa checking	
21	State Bank of the Lakes	x	x	x	x	Connie Barszcz	847-356-5700	cbarszcz@sbotl.com		
22	SWALCO	x	x	x	x	Merlaine Rampale	847-336-9340 x 4	mrampale@swalco.org		
23	Temple Farms	x						tempelfarmsorganics@yahoo.com		
	Peoples Choice Entertainment Inc.		x			John Sarantakis	847-360-8000 x14	john@funwithrocky.com	brandon@funwithrocky.com Tracy M checking	
	Twisted Cow		x	x	x	Pat Gallagher	847-356-3283		Donation Only	
24	USA Dogs	x	x	x	x	Lisa Stringer	773-286-3656	usadogvol@earthlink.net		
	Regency Cleaners		x						Recycle Hangers Only	
	Executive Cleaners		x						Recycle Hangers Only	
	Grace Cleaners		x						Recycle Hangers Only	

Donations To...
 Donations From
 Responded/Attending
 Unable to attend