

**MINUTES OF COMMISSION MEETING**  
**Thursday, April 19, 2018**  
**Elmhurst City Hall-Conference Rm #2**  
**CITY OF ELMHURST AND ELMHURST COLLEGE COMMISSION**

**1. Call to Order**

Chairman Griffin called the meeting to order at 4:04 p.m.

Present: Desiree Chen-Menichini, Sarah Diamond, Peter Griffin, Thomas D. Marcucci (Arrived at 4:13), Richard W. Reichert, Gail Robertson

Absent: Andy Joseph, Diana Riekse

Also in attendance: City Manager James Grabowski (Arrived at 4:14), Elmhurst College President Troy VanAken

**2. Public Comment**

None

**3. Approval of Minutes**

Motion to accept draft minutes from January 18, 2018 meeting was made by Rich Reichert. Desiree Chen-Menichini seconded. Voice vote. Motion carried.

**4. Old Business**

a. Sesquicentennial Celebrations (2019 & 2021)

Commissioners discussed continued planning for the celebrations and the possibility of community celebrations with other organizations.

Discussion ensued.

b. Continued Discussion on Role and Purpose of Commission

Commissioner Reichert touched on developing a marketing plan for the Commission. There is potential for submitting articles to local newspapers to inform the public about the Commission and things relating to the community.

Chairman Griffin informed the Commission that, starting at the Fall meeting, students should start attending the meeting.

Commissioner Chen-Menichini suggested the Commission finds ways to be a part of the Recycling Event as the event already includes the College and the City.

c. Exploring Town and Gown organizations elsewhere

Chairman Griffin gave overview of four town and gown examples (Utretcht, Salisbury, Hamilton, and Ripon). These example groups were formed in order to bring out more ideas and creativity in the community. Elmhurst College and City need to work together to bring more attention to local celebrations and jointly bring in more community organizations discussion.

**5. New Business**

a. Discussion of potential funds available to Commission for distribution

Chairman Griffin introduced the idea of potential funds to the Commission. Funds could allow the Commission to enhance attractions to students, hold small gatherings, assist with developing internships in the community, and to let the community know that the Commission exists. Commission will work towards discussion with Mayor and President for potential funds from the City and College.

b. Recognizing milestones in the community (Chamber, American Legion, York High School, others)

Chairman Griffin stated the Commission should look into ways to acknowledge events, celebrations, or achievements of other community groups and organizations. For example, Elmhurst Chamber of Commerce, York High School, and the American Legion are all celebrating major milestones in the next year. The Commission will look into ways to acknowledge these events in the form of a letter, proclamation, certificate, etc. The Commission should continue to look into ways the groups can do things together to celebrate community events.

The Commissioners discuss potential for a community open house. Ideas included concerts in the mall by Elmhurst Alumni Brett Eldredge, tours on campus with speakers, and a series for local businesses about “Communication and Behaviors” of millennials and z-generation individuals.

Discussion ensued about the three potential opportunities.

City Manager Grabowski will discuss the “Communication and Behaviors” event with Business Development Coordinator Erin Jason and President VanAken will have his staff continue discussions with Brett Eldedge’s managers.

**6. Other Business**

President VanAken gave overview of this year's "Giving Day" on May 3<sup>rd</sup>.

Chairman Griffin asked that Commissioners let City staff know if they will not be present at the next Commission meeting on July 19<sup>th</sup>.

Chairman Griffin alerted the Commission that four Commissioners had terms expiring soon. Mayor and President should discuss with Chairman to arrange for reappointments if necessary.

City Manager Grabowski updated the Commission of the City's Strategic Plan update. The plan should be reviewed to see what it looks like compared to the College's strategic plan.

CM Grabowski also provided updated on the new Metra Station. The project has been 91% funded with grants and funds from other agencies. Design is scheduled to be complete by end of 2018.

Vice-Chair Diamond thanked the College for the Elmhurst College Governmental Forum on April 18<sup>th</sup>.

**7. Proposed Next Meeting – July 19, 2018, 4:00 p.m. – Location TBD.**

Rich Reichert moved to adjourn the meeting

Sarah Diamond seconded. Voice vote. Motion carried.

Meeting adjourned at 5:20 p.m.

Submitted as City Manager James Grabowski.