

## GLEN ELLYN YOUTH AND FAMILY COUNSELING SERVICE

535 Forest Avenue • Glen Ellyn, Illinois 60137 • Office (630) 469-3040

February 1, 2006

Mr. John Batek, Finance Director  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, IL 60137

Dear Mr. Batek,

Thank-you for the opportunity to request funding from the Village. We are requesting that the Village continue to fund us in the same amount as our current fiscal year, \$25,000.00. Please find enclosed our agency audit reflecting our most recently completed fiscal year (5/1/04 through 4/30/05), approved annual budget for FY 06-07 and our most recent financial statement reflecting the first nine months of our current fiscal year.

As the United Way has changed their funding process for our agency to "continuous" there is no current United Way budget application to submit. Continuous funding essentially means that GEYFCS will continue to be funded through the United Way at our current level until our next formal application process takes place for FY 08-09.

As a community based, not for profit agency, we continue to rely heavily on funding from the Village and the United Way of the Dupage Area. This funding enables us to offer highly accessible and affordable counseling services to *all* residents of Glen Ellyn. *No one is ever denied services based on an inability to pay.* As a direct result of such funding, the agency continues to provide a broad spectrum of counseling services designed to target and strengthen Glen Ellyn youth and their families.

Our catchment area includes all residents of Glen Ellyn and residents of surrounding communities who have children that attend a Glen Ellyn based school (K-12).

Services were provided during our past fiscal year to 117 families, couples or individuals. There were 237 total recipients of our service. The agency delivered 768 clinical hours of service. Our monthly caseload averaged nearly 33 cases over the twelve-month period.

I believe the enclosed materials fully meet with the information requested in your letter dated 12/21/05. However, please do not hesitate to call me should anything further be required.

Sincerely,

Don Hane, MA, LCPC  
Executive Director



United Way  
Agency

**GLEN ELLYN YOUTH AND FAMILY COUNSELING SERVICE  
BUDGET  
FY 2006/2007**

***Inflows***

Village of Glen Ellyn	25000
United Way	24000
United Way – Mercy	6000
1 <sup>st</sup> Congregational	500
United Methodist	1000
St. Marks	1000
Lions Club	500
Infant Welfare	3000
Fees	19000
Interest	2500
Reserve	2780
Fund raising	8400
1 <sup>st</sup> Congregational donation	<u>40800</u>
Total	134,480

***Outflows***

Net wages	69000
Ass't wages	8500
Outside consultant	1200
Travel expenses	300
Professional growth	600
Program and Community development	240
Office equipment and supplies	900
Postage	120
Telephone	1200
Agency Insurance	3200
Professional dues	400
Printing	120
Advertising	120
Accountant	900
FICA ER	5900
Bank charges	480
Miscellaneous	500
1 <sup>st</sup> Congregational rent	<u>40800</u>
Total	134,480

**GLEN ELLYN YOUTH AND FAMILY COUNSELING SERVICE****Statements of Cash Receipts, Disbursements,  
and Net Assets**

	Years Ended April 30,	
	2005	2004
<b>RECEIPTS</b>		
Village of Glen Ellyn	\$ 25,000	\$ 26,500
United Way	24,000	26,312
United Way - Mercy	3,892	3,806
Infant Welfare	3,200	3,250
First Congregational Church	443	500
St. Mark's Episcopal Church	1,500	1,000
Rotary	500	-
First United Methodist	1,700	100
Lion's Club	500	500
Other Contributions	6,489	6,055
Fees	19,116	17,168
Interest and Dividends	889	1,500
Other	203	535
<b>TOTAL RECEIPTS</b>	<u>87,432</u>	<u>87,226</u>
<b>DISBURSEMENTS</b>		
Salary and Benefits	70,201	62,137
Employer Payroll Expenses	5,409	5,201
Bank fees	356	440
Community and Program Development	-	50
Office Equipment and Supplies	1,061	1,217
Fundraising	350	185
Insurance	3,095	2,878
Miscellaneous	32	243
Postage	91	94
Printing	-	358
Professional Dues	378	-
Professional Fees	885	2,375
Professional Growth	468	391
Telephone	1,008	992
Travel	238	165
<b>TOTAL DISBURSEMENTS</b>	<u>83,572</u>	<u>76,726</u>

The accompanying auditors' report and notes are an integral part of these financial statements.

**GLEN ELLYN YOUTH AND FAMILY COUNSELING SERVICE**

**Statements of Cash Receipts, Disbursements,  
and Net Assets**

	Years Ended April 30,	
	2005	2004
<b>EXCESS RECEIPTS OVER DISBURSEMENTS</b>	<u>3,860</u>	<u>10,500</u>
<b>NON-CASH CHANGES IN NET ASSETS:</b>		
Capitalization of Furniture and Equipment	-	-
Depreciation	(538)	(538)
Unrealized gain (loss) on Stock held for Investment	<u>1,144</u>	<u>92</u>
	<u>4,466</u>	<u>10,054</u>
<b>Net Assets at Beginning of Year</b>	<u>176,228</u>	<u>166,174</u>
<b>NET ASSETS AT END OF YEAR</b>	<u><u>\$ 180,694</u></u>	<u><u>\$ 176,228</u></u>

The accompanying auditors' report and notes are an integral part of these financial statements.

**GLEN ELLYN YOUTH AND FAMILY COUNSELING SERVICE**  
Note to Statements of Cash Receipts, Disbursements  
and Net Assets

April 30, 2005 and 2004

1. ORGANIZATION

The Glen Ellyn Youth and Family Counseling Service is a not-for-profit corporation organized to coordinate and provide counseling services to the youth and families of the Community. Assistance is provided in the form of counseling, crisis intervention, school consultation, and inter-agency collaboration and advocacy.

2. NET ASSETS

Net assets as of April 30, 2005 and 2004 consist of the following:

	<u>2005</u>	<u>2004</u>
Unrestricted cash and securities	\$ 176,669	\$ 171,665
Net invested in furniture and equipment	<u>4,025</u>	<u>4,563</u>
	<u>\$ 180,694</u>	<u>\$ 176,228</u>

3. IN KIND DONATIONS

The Glen Ellyn Youth and Family Counseling Service receives donated office space valued at approximately \$40,000 annually.



**GLEN ELLYN**  
Economic Development Corporation

February 8, 2006

Honorable Village President and Board of Trustees  
Village of Glen Ellyn

Dear Madam President and Members of the Board:

The Village has requested that the EDC Board of Directors provide an estimate of funding requirements for Fiscal Year 06-07 to supplement revenue from the Special Service Areas (SSAs).

In October 2005, we requested a tax levy that would correspond to a tax rate of .125% for the SSAs. At this tax rate, we anticipate that the SSAs will net the EDC about \$146,600 in FY 06-07.

The EDC hereby respectfully requests a Village contribution of \$46,000 for FY 06-07. This funding request equals the actual Village support provided to the EDC for the past four years. The EDC Board is focused on being fiscally prudent. Our plan is to use the increased input expected from the SSAs to modestly expand our marketing and promotion efforts and other activities for the benefit of local businesses. This approach is taken to lessen the burden on the Village. At \$46,000, the Village would be funding 24% of the EDC's total budget.

Our current fiscal year budget analysis follows along with our draft budget for FY 06-07. Our Annual Report for calendar year 2005 was transmitted under earlier cover.

Thank you for the commitment you have shown in our effort to promote business in Glen Ellyn. We look forward to our budget workshop with you.

Very truly yours,



Janie Patch  
Executive Director

Enclosures

GLEN ELLYN EDC ACTUAL VS BUDGETED CURRENT FISCAL YEAR						
	ACTUAL thru 2-6-06	FY 05-06 ANNUALIZED	FY 05-06 BUDGET	% Annual vs Budget	%Actual vs Annualized	DRAFT FY 06-07 BUDGET
<b>STARTING BALANCE</b>	\$60,442.35	\$60,442	\$60,442			\$44,975
<b>INFLOWS</b>						
Reimbursements	\$405.00	\$405	\$0			
SSA Income	\$117,199.85	\$116,200	\$116,200	100%	101%	\$146,600
Village Income	\$34,500.00	\$46,000	\$46,000	100%	75%	\$46,000
<b>Total Inflows</b>	<b>\$152,104.85</b>	<b>\$162,605</b>	<b>\$162,200</b>	<b>100%</b>	<b>94%</b>	<b>\$192,600</b>
<b>OUTFLOWS</b>						
Facade Renovations	\$7,265.97	\$14,093	\$16,011	88%	52%	\$10,000
Marketing & Promotion	\$51,924.40	\$59,156	\$60,350	98%	88%	\$58,000
Banner Program	\$19,545.60	\$21,481	\$21,722	99%	91%	\$21,000
Project Development	\$0.00	\$580	\$1,574	37%	0%	\$14,000
Accounting	\$370.00	\$370	\$370	100%	100%	\$370
Conference & Seminars	\$708.29	\$900	\$900	100%	79%	\$1,000
Copier Expense	\$1,002.81	\$1,400	\$1,400	100%	72%	\$1,400
Health Insurance	\$3,302.62	\$4,415	\$4,550	97%	75%	\$5,000
Insurance - other	\$956.00	\$1,986	\$1,900	105%	48%	\$2,100
Office expense	\$1,252.19	\$1,200	\$1,200	100%	104%	\$1,250
Postage	\$557.82	\$700	\$500	140%	80%	\$800
Rent & Utilities	\$4,480.04	\$5,550	\$5,550	100%	81%	\$6,000
Salary	\$43,229.48	\$57,955	\$57,955	100%	75%	\$60,000
Subscriptions & Dues	\$720.38	\$700	\$700	100%	103%	\$800
Payroll Tax	\$3,813.96	\$4,637	\$4,637	100%	82%	\$4,770
Pension	\$1,800.00	\$1,800	\$1,800	100%	100%	\$1,800
Telecommunications	\$877.81	\$1,150	\$1,800	64%	76%	\$1,300
<b>TOTAL OUTFLOW</b>	<b>\$141,807.37</b>	<b>\$178,073</b>	<b>\$182,919</b>	<b>97%</b>	<b>80%</b>	<b>\$189,590</b>
<b>EXCESS/SHORTAGE</b>	<b>\$10,297.48</b>	<b>(\$15,468)</b>	<b>(\$20,719)</b>			<b>\$3,010</b>
<b>ENDING BALANCE</b>	<b>\$70,739.83</b>	<b>\$44,975</b>	<b>\$39,724</b>			<b>\$47,985</b>
Reserve as % of annual expense		25%	22%			25%

## **GLEN ELLYN ECONOMIC DEVELOPMENT CORPORATION**

### **CALENDAR YEAR 2005 ACCOMPLISHMENTS**

#### **BUSINESS RETENTION**

- ★ Successfully assisted the following businesses to find appropriate space for relocation:
  - ☆ Towntees -- expansion space at 501 Duane St.
  - ☆ Tiddlywinks & Scallywags -- from Duane St. to 494 Main St.
  - ☆ Enchantments -- relocation/expansion space at 534 Pennsylvania Ave.
  - ☆ The Village Herbalist -- relocation from Little Shops to Crescent Blvd.
  
- ★ Facilitated communication and a solution in the negotiations between the property owner, the former tenant and the business owner for the relocation of Enchantments. EDC assistance enabled a time-sensitive agreement to be achieved thus retaining Enchantments.
  
- ★ Linked several business owners with resources available at COD's Small Business Development Center (SBDC) for business management, marketing and financial assistance.
  
- ★ Assisted retailers interested in initiating outdoor retail events in the downtown to understand the steps necessary in seeking Village approval.
  
- ★ Engaged in a preliminary discussion with the Village and Chamber leadership concerning the downtown business climate and opportunities for further improvement and possible partnership (September 14).
  
- ★ Maintained contact with business owners on Hillside Ave. affected by Summer/Fall season road construction. Recommended and facilitated implementation of business access signage at Park Blvd. and at Forest Ave./Duane St.
  
- ★ Assisted the owner of The Bike Shop to link up with Village staff to discuss several creative ideas to improve retail involving the building exterior.
  
- ★ Assisted owner of Chicks 'n Salsa located at Baker Hill to get clarification on sign height allowance critical to business visibility from Roosevelt Road.

## 2005 Accomplishments

- ★ Encouraged and facilitated broker involvement to assist West Suburban Auto Body to successfully prepare and process a Special Use Permit application through the Village for relocation to 420 Roosevelt. The approved relocation frees up the former business site for incorporation into the SWC Nicoll/Roosevelt redevelopment by Centrum Properties.
- ★ Assisted Banyan Tree Mall property owner with tenant issue regarding key requirement for fire protection.
- ★ Maintained communication and coordination with the Chamber's Retail Committee to receive and share information pertinent to improving the business climate.
- ★ EDC eNews: Monthly e-mail newsletters help business owners stay abreast of upcoming EDC-sponsored opportunities. The newsletter also serves as a resource for cross-business promotion through its reporting of business updates.
- ★ Conducted over 160 personal business visits with owners.

## **BUSINESS RECRUITMENT**

- ★ Recruitment Collateral: Produced an updated business recruitment packet available in hard copy and online incorporating the Glen Ellyn Style brand. Updated information including demographics, prepared text, and directed work of graphics designer to produce a cohesive and high quality packet to assist in recruitment efforts. The packet brings together stand-alone pieces including *EDC Capabilities* and *A Sophisticated Approach to a Unique Community* which markets the 3 business districts and the benefits of siting a business in Glen Ellyn. Elements of the recruitment packet can be accessed online at [www.glen-ellyn.com/edc](http://www.glen-ellyn.com/edc)
- ★ Provided commercial realtors with copies of the new business recruitment packet for use in their marketing efforts of listed Glen Ellyn spaces.
- ★ How to Open a Business in Glen Ellyn: Informative packet idea conceived, researched and compiled; coordinated with Planning & Development Department for Village approvals process information to be added in the future to complete the packet.

2005 Accomplishments

- ★ Represented Glen Ellyn at 2 regional events of the International Council of Shopping Centers (ICSC) in Chicago to network with brokers, developers and businesses for recruitment:
  - ☆ Alliance Program and Midwest Idea Exchange with trade booth (January)
  - ☆ Dealmaking Event (October)
- ★ Successfully completed a multi-year effort to directly recruit Thipi Thai restaurant with the signing of a lease at 528 Crescent Blvd.
- ★ Assisted the following business owners with site selection and market evaluation:
  - ☆ Chicago Bead
  - ☆ M and Em's
  - ☆ The Firkin & Fox
- ★ Directly targeted recruitment efforts for the following vacancies (status noted):

<u>Property</u>	<u>Status</u>
☆ Nicoll & Roosevelt: redevelopment sites	<i>Available spaces</i>
☆ 490 Main St. (formerly Benden Williams)	M and Em's
☆ NWC Baker Hill Drive (undeveloped parcel)	<i>Contract</i>
☆ 530 Crescent (formerly Michael's Jazz Bistro)	Thipi Thai
☆ 825 Main (shuttered gas station, Five Corners)	<i>Contract</i>
☆ 534 Pennsylvania (unoccupied Whalen Builders studio)	Enchantments
☆ 405 Main (formerly Fromage & Co.)	Big Kernel & More
☆ 484 Main (formerly Cry Babies)	Maison Suzanne
☆ 494 Main (formerly Askim 'N Evi)	Tiddlywinks & Scallywags
☆ 462 Park (formerly Convenient Food Mart)	GE Bank & Trust
☆ 524 Duane (formerly Peter's Shoe Repair)	Paris to the Moon
☆ 540 Duane (formerly Christian Science Reading Rm.)	Rite-Way Homes
☆ 482 Main (previous Enchantments location)	MeK3
☆ 476 Main (formerly Heartstrings Fine Papers & Gifts)	<i>Available</i>
☆ 524 Crescent (formerly Dean Olson Men's Wear)	Village Herbalist and Kitchen Studio of GE
☆ 501 Duane (formerly Carlos Vergara Photography)	Towntees
☆ 420 Roosevelt (formerly A&E Tire)	West Sub. Auto Body
☆ Walgreens outlot building (Five Corners)	Liq. & Tob. and AAA; & 1 space available
☆ 696 Roosevelt (Changing Seasons closing at year end)	<i>Available begin 2006</i>

## 2005 Accomplishments

- ★ Facilitated owner of MeK3 to successfully get the attention of the property manager for lease negotiations at 482 Main St.
- ★ Assisted new business owners with their opening process:
  - ☆ Paris to the Moon
  - ☆ The Firkin & Fox
  - ☆ Thipi Thai
  - ☆ Cosmo's Beauty Bar
  - ☆ MeK3
  - ☆ Towntees Premium Custom Apparel
  - ☆ Water-Massage, Supplies & Gifts
  - ☆ The Kitchen Studio of Glen Ellyn
- ★ Assisted Banyan Tree Mall property owner to understand permitted uses in C5A in recruitment of a new business, Water-Massage, Supplies & Gifts.

## **MARKETING**     *(Note: Marketing supports both business retention and recruitment.)*

- ★ **Shopper Attraction Ads on Cable TV:** Developed concept of taking the Glen Ellyn Style library photos to cable TV to draw in shoppers and diners. Directed efforts of a photographer, a graphic designer and a producer to create a 30-second spot. Coordinated with Comcast and Wide Open West cable companies to schedule a distribution that targets the desired geographic area and audience. Supported 14-weeks of air time from late September through the 2005 holiday season. In total, about 323,000 viewers in about 124,000 households were potentially exposed to the Glen Ellyn Style shopping ads.
- ★ **Shopper Attraction Ad Online:** Provided link to 30-second spot on the internet.
- ★ **Shopper Attraction Ad on GETV:** Arranged for regular airing of 30-second spot on public access TV.
- ★ **Shopper Attraction Ad on Cinema Screens:** Re-produced 30-second ad as a film trailer and arranged for 3 months showing on all Glen Art Theater screens preceding each movie (mid-November 2005 through mid-February 2006).
- ★ **Weather Channel Crawl on Wide Open West Cable TV:** Advertised for the Chamber's Holiday Walk, then later for holiday shopping, via a crawl on the Weather Channel (10 weeks).

## 2005 Accomplishments

- ★ **Cooperative Retailer Print Advertising:** Based on positive retailer feedback, a second year of cooperative marketing was implemented and expanded to target high profile advertising venues and promote the Glen Ellyn Style brand. The strategy allows small business owners to achieve ad placements with frequency and impact normally unobtainable with their limited marketing budgets. A direct mailing to retailers announced the opportunities. Venues offered in 2005 for cooperative marketing are as follows:
  - ☆ **Chicago Tribune Sunday Magazine, half-page ads** featuring 2 retailers in each ad and appearing once per month from September through December (4 ads total). The EDC designed and provided the ad template and guidelines for advertisers for a consistent Glen Ellyn Style look. Circulation of 167,000+ each issue.
  - ☆ **Chicago Tribune special 8-page advertorial section** featuring 17 retailers each with a 4-color 1/4-page ad and editorial. The EDC furnished a Glen Ellyn Style cover design, maps for location and parking and the introductory editorial. Overrun copies were distributed to retailers for their customers and cross-promotion. Published on April 13 and November 9. Circulation of 85,000 each issue.
  - ☆ **Liberty Suburban full page ads** featuring 6 retailers each appearing in special holiday gift giving sections on November 17, November 23 (full run regular paper), and December 8. Circulation of 56,000 each issue. This venue is so popular with small retailers that it has achieved momentum to continue in future issues without the need for EDC assistance. The first retailer self-funded full page published on December 22.
- ★ **Press Releases and Media Relations:** Continued the media relations effort begun in May 2002 based on prior success reported by retailers. During calendar year 2005, 50 articles and announcements featuring Glen Ellyn businesses appeared in local and regional newspapers and magazines. The EDC also assisted retailers with promotion of the September 22 "Girls Nite Out" retail event. Refer to the attached list of articles.
- ★ **Pocket Shopper's Guide:** Updated the year-old directory and reprinted 15,000 copies in September 2005. The EDC distributes and maintains the stock of guides available through businesses, hotels, the library, the DuPage Medical Group (11 wait rooms), the McAnich Arts Center, Stacy's Tavern, the Civic Center and other outlets convenient for shoppers. See attached pocket guide.

## 2005 Accomplishments

- ★ **Downtown Store Directory Kiosk:** The downtown kiosk located on Main St. near the NEC with Crescent Blvd. is a convenient resource for pedestrian shoppers to locate parking, retail stores and services, and current retail events. A self-guided tour of historical building sites is also possible using the map provided of historical Danby -- a project coordinated with the Historical Society. The year-old shopping directory was updated to complement the pocket shopping guide in September 2005.
- ★ **Current Retail Events Postings:** The EDC office manages postings on the downtown kiosk. 33 retail events sponsored by individual stores were announced via kiosk postings in 2005.
- ★ **Image Advertising:** Targeted shoppers through 3 Glen Ellyn Style image ad placements in West Suburban Living Magazine (Best of the West; Annual Dining Guide; and, Wedding/Geneva Town focus issues). Circulation of 25,000.
- ★ **Glen Ellyn Town Focus:** Served as local facilitator to West Suburban Living Magazine editor for the May/June issue focus section on Glen Ellyn. Provided a tour of downtown, compiled information about retail shops, assisted in setting up business owner interviews and made available Glen Ellyn Style photos. Circulation of 25,000 plus about one-third of Glen Ellyn households received this issue. See attached article.
- ★ Provided input for two articles published in The Sun highlighting positive business activity. See attached articles dated September 30.
- ★ **Chicago Magazine Advertising:** Facilitated retailers in receiving new advertising opportunities and rates geared for suburban retailers for coverage in Chicago Magazine publications. Circulations of 188,000 (Chicago Magazine) and 70,000 (Chicago Shops).
- ★ **Newcomers Club Coordination:** Promoted awareness of local shopping opportunities through the Newcomers Club via a direct mailing of pocket shopping guides to members (250) and distribution of the April 2005 Tribune advertorial at the annual membership meeting. Provided link to retailers interested in hosting in-store events.

## 2005 Accomplishments

- ★ Marketing to Glen Ellyn Visitors -- Distributed pocket shopping guides to encourage downtown traffic:
  - ☆ Avis Rent A Car -- guides provided for visitors renting vehicles
  - ☆ Holiday Inn -- guides included in direct mailings by hotel for groups
  - ☆ Toastmasters Conference, Holiday Inn, November 10-12, 200 conferees
  - ☆ AAA Hockey Tournament, Center Ice, November 4-6, 108 teams/families
  
- ★ EDC "Retail Marketing and Media Relations" Workshop: Sponsored the September 20 workshop for business owners to offer practical information on how to attract media coverage and how to use EDC resources and marketing opportunities. Used direct mail invitation. 25 business owners attended from both downtown and Roosevelt Road.
  
- ★ New Store Openings and Business Profiles: The EDC office provided new store opening updates for regular publication in West Suburban Living Magazine, the Village Newsletter and the Chamber Navigator newsletter. Ideas for retail niche features were also provided for future issues of the Village Newsletter.
  
- ★ Presentation on the EDC and Glen Ellyn shopping to local chapter of PEO (women's philanthropic organization), April 18.
  
- ★ Glen Ellyn Style Brand Management: Developed a license agreement regarding proper use of the Glen Ellyn Style brand as a copyright of the EDC; arranged for unlimited use of Glen Ellyn Style illustrations through purchase agreement with artist; and, obtained necessary releases for the photography library.

## REDEVELOPMENT

- ★ Five Corners: Met with private party interested in shuttered gas station site to encourage redevelopment in manner complementary with future historical park (January). Assisted several other interested parties during the year to understand plans for the area that relate to redevelopment of the gas station site and the Village approval process. Coordinated with Village Planning & Development Director on redevelopment opportunities. By year end, a new business interest attracted by the EDC had the gas station property under contract and was preparing for a pre-application meeting with the Plan Commission.

## 2005 Accomplishments

- ★ Nicoll & Roosevelt: Assisted developer concerned about approval process to understand that attention to staff recommendations is needed to move the process forward.

## **FACADE RENOVATION ASSISTANCE**

- ★ Since 1996, EDC facade assistance has provided an 11% match for over \$1.16 million in private improvements. Over \$123,000 of the EDC's funding has been approved for reinvestment directly into commercial facade enhancements including 6 loan projects and 28 grant projects. Nine projects approved in calendar year 2005 were managed by the EDC office. The grant program now matches 25% of the cost up to a maximum of \$5,000 for eligible renovations. The loan program provides a 3% subsidy on the principal amount of loans from participating banks. Full details on the history of facade assistance are provided as a separate attachment.

## **APPEARANCE**

- ★ Researched cost to convert to uniform newspaper boxes in the downtown Shelf Lot; coordinated with Village, and made offer to purchase the hardware.
- ★ Coordinated with Village on unsightly trash issue behind Einstein's building for clean-up by tenants

## **BANNERS**

- ★ Directed digital artwork for newly formatted downtown Winter season banners; arranged for banner production for first-time Fall season banners and newly formatted downtown Winter banners; coordinated with Public Works for the installation of new downtown banner hardware; coordinated with Public Works (downtown banners) and a contractor (Roosevelt corridor banners) for 3 seasonal banner changes during the year; inventoried banners throughout the year; arranged for needed banner repairs and resizing for reuse; and, maintained a multi-year projection of banner program costs for budget management and planning.

## 2005 Accomplishments

### **PARKING**

- ★ Evaluated impact of proposed St. Petronille Church parking lot renovation introducing Metra commuter use on daytime parking supply for shoppers and visitors.
- ★ Coordinated with Police Chief to set up the merchants' parking meeting of May 11 as a forum for discussion of current parking concerns, ideas and solutions. Participated in the meeting and recommended improvements in the Pennsylvania Lot including increasing the number of designated permit spaces and extending the employee discount on permits for this lot. Recommendations offered focus on an employee permit discount to shift the demand away from on-street spaces and get better use of the lot.

### **NETWORKING**

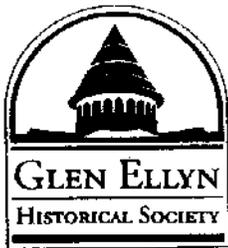
- ★ International Council of Shopping Centers (ICSC) Alliance Program in Chicago -- networking with other ED professionals (January)
- ★ DuPage Workforce Board Annual Economic Forecast with presentation of County Economic Development Plan (April)
- ★ DuPage County Economic Development Department networking meeting on small business lending programs (April)
- ★ Business Districts, Inc. Spring seminar in Elmhurst, "The Complex Process of Successful Redevelopment" (June)
- ★ State Treasurer's Economic Opportunities Workshop, NIU Naperville (October)
- ★ Chaddick Institute for Metropolitan Development Technical Seminar at DePaul University, "The Bottom Line: Integrating Planning and Financial Goals to Achieve a Healthy Fiscal Balance" (October)
- ★ Economic Forecast Presentation by Brian Westbury of Claymore (October)
- ★ 2005 Symposium of DePaul University Real Estate Center, ICSC and the Real Estate Investment Association, "Suburban Chicago Goes Urban: Trends and Pitfalls of the Retail Revolution" (December)

## 2005 Accomplishments

- ★ EDC eNews: Monthly email newsletters provide a regular source of pertinent information for business owners, property owners and community leaders.

## ACCOUNTABILITY

- ★ Provided commercial updates and status of pertinent economic development topics to the Village Trustees, the Village Manager and the Director of Planning & Development.
- ★ Updated business and commercial property owners on EDC activities and events of interest to the business community.
- ★ Reported on activities through personal business visits, press releases, media relations and interviews.
- ★ EDC eNews: Monthly email newsletters report on EDC activities. The distribution list includes business owners, commercial property owners, community leaders, Village staff and other interested parties and is also available online.
- ★ 2005 Public Presentations:
  - ☆ Glen Ellyn Rotary Club, January 27
  - ☆ Chamber of Commerce luncheon with power point slides, February 7
  - ☆ Kiwanis Club of Glen Ellyn, March 10
  - ☆ Central DuPage Kiwanis Club, October 12
  - ☆ League of Women Voters, Economic Development Panel, November 3



February 14, 2005

Mr. Jon Batek, Finance Director  
Village of Glen Ellyn  
535 Duane St.  
Glen Ellyn, IL.. 60137

Dear Mr. Batek:

Enclosed please find the Glen Ellyn Historical Society Annual Report to the Village of Glen Ellyn, as well as our request for funding consideration through the Special Programs Fund. Financial statements, annual budget and other information is included in this report.

We thank you for your consideration of the attached request, and would welcome an opportunity to answer any questions regarding our programs, services or finances. Please call us at 858-8696 if you need additional information.

The Glen Ellyn Historical Society is dedicated to its mission of collecting, preserving and promoting the history of this exceptional village. We are grateful to the Village of Glen Ellyn, President Hase, the Board of Trustees and staff for the tremendous support and cooperation provided to the Historical Society in securing a viable future for Glen Ellyn's past. We look forward to attending the Village Board workshop meeting Monday, March 20, 2006 at 6:00 p.m.

Very truly yours,

  
Janice L. Langford  
Executive Director

Enclosures

Glen Ellyn Historical Society  
**Special Programs Funding Request**  
to the  
**Village of Glen Ellyn**  
 February, 2006

The Glen Ellyn Historical Society respectfully presents the following request for funding through the 2006/2007 Village of Glen Ellyn Special Programs Fund:

A.	Glen Ellyn Historical Society Operating Funds:	\$20,000.00
B.	<u>Part-time Staff Expense</u>	<u>\$10,000.00</u>
	TOTAL	\$30,000.00

reduced to  
\$25,000

- A. Funds are requested to offset operating expenses as listed in the 2005-2006 Operating Budget. Although the Historical Society has achieved its advance gifts fundraising goal of \$2.5 million for the development of the History Park, these restricted funds can not be used to fund operations. Major gifts, grant funds, endowment and other contributions sought on behalf of the development campaign can not be used to offset operating expenses; and grant funds for operations are not readily available.
- B. The Glen Ellyn Historical Society currently employs one staff person, the Executive Director, who is responsible for clerical and administrative aspects of the organization, facility scheduling, financial reporting, publications, public relations, membership development, database maintenance, educational and outreach programming, coordinating volunteers, long range planning, committee liaison and special events. For the Society to continue to grow and serve the community, additional staff is needed. The operating budget of the Society can not absorb the expense for a part-time clerical staff person, the area in which assistance is most greatly needed. With projected growth in the Society's Endowment Fund, staff expense will eventually be funded through operating expenses. The Society requests additional funds to hire a clerical staff person to assist with database management, tracking contributions for the upcoming Phase II of the capital campaign, and other clerical functions. Cost is as follows:

**Clerical Staff Position**

12 hours per week @ \$16.00 per hour x 52 weeks = \$9,984.00

Glen Ellyn Historical Society  
**Annual Report to the Village of Glen Ellyn**  
**Highlights of 2005**

**1. Capital Development**

The acquisition of the property at 810-816 Main Street by the Village of Glen Ellyn was the most significant milestone for the Society in 2005. Currently housing commercial businesses and residence apartments, the two-story stone building will eventually be developed as a museum as part of the Society's vision to establish a History Park in Glen Ellyn. The property connects the Glen Ellyn History Center at 800 North Main St. with the Stacy's Tavern museum property at 557 Geneva Road.

Future plans for the site include a stagecoach presentation area and an authentic reproduction of the Mineral Springs pavilion, a former Glen Ellyn landmark from the turn of the century. A Civil War museum will be established in the Deacon Yalding House, an 1860's structure currently dismantled and in storage. The park will provide first-hand experiences in a broad cross-section of village and period history, expand archive and research facilities, add exhibit space and interactive displays, provide proper storage for artifacts, improve parking and traffic patterns at the Five Corners intersection, and beautify the north entrance to Glen Ellyn. Visitors will generate an economic boost to the area.

Phase II of the Society's fundraising efforts will continue with the launching of a community-wide campaign in September, 2006, with the goal of raising awareness for the project and an additional \$2.5 million to needed to acquire the remaining parcels.

Historical Society staff, Board members and Development Committee members have done many presentations for community groups, civic and service organizations in an effort to disseminate information regarding the History Park and capital campaign. Additional presentations are scheduled. The Society has developed a questionnaire and will soon conduct interviews with key individuals to assist with the campaign.

**2. Strategic Planning**

The Board of Directors, staff, Committee Chairs and volunteers participated in a facilitated Strategic Planning process to identify the vision of the Society for the future, obstacles to that vision, and directions for the future. Planning continues in 2006 as the Board, staff and volunteers strive to tie that vision to a viable quarterly work plan and evaluation mechanism for the current year and beyond.

**3. Facilities**

The Glen Ellyn History Center at 800 Main St. continues to provide the Society with much-needed space for office, storage and space to hold events. The added space has facilitated hosting larger school groups and provided an opportunity to expand programming. It has also created an opportunity to establish an office for the Executive Director on-site and allowed the society to expand its Archives and consolidate the materials from the former Archives office at the Glen Ellyn Public Library.

The Society recently adopted a Facility Use procedure, which will help increase revenue. With the installation of telecommunications systems and equipment, the History Center is being marked as a site for business and other group meetings, receptions, and other events.

Stacy's Tavern Museum continues to attract hundreds of visitors each year, including school and scout groups, adult special tours, participants in the DuPage County Museum Passport program, residents and visitors from throughout the Midwest.

The Society greatly appreciates the tremendous support and generosity of the Village of Glen Ellyn Board of Trustees and Facilities Supervisor Daniel Sullivan and staff for providing maintenance, site amenities and capital improvements at both the History Center and Stacy's Tavern Museum.

#### 4. **Public Awareness**

Stacy's Tavern Museum was featured on the front cover of the 2005 Illinois Historic Preservation calendar, which highlights state historic sites. Each year the Society participates in Illinois Museum Day at the state capitol rotunda in Springfield. Not only do museum staff throughout the state know that Glen Ellyn has the only completely restored stagecoach inn in Illinois at this time, but they are also aware of the quality restoration and conservation of this unique landmark. Visits from state legislators and hundreds of tourists provide awareness for Glen Ellyn and Stacy's Tavern Museum.

In 2005, the Historical Society, in partnership with The Maude Group of Glen Ellyn, launched a new image marketing campaign and new Society logo. The new logo features the Five Mineral Springs Pavilion, a unique architectural feature of early Glen Ellyn, and symbol for the Society's capital campaign. In partnership with local graphic artist, Bradley Evans of Anonymous Design, the Society developed a new masthead and format for its **Messenger Newsletter**.

The Society also produced a DVD in 2005, titled **Remembering Glen Ellyn**, a program about the Society and History Park capital campaign. The DVD is being used as a public awareness tool, and has been shown to several groups and organizations. It also airs on the Village cable TV station.

Throughout 2005, the Society has fostered local awareness through participation in the DuPage County Museum Passport program, Taste of Glen Ellyn Business and Community Group Expo, July 4th parade float, Booths at the Glen Ellyn Farmers Market, adult, family and youth special events. Society member, Doug Ward, was honored as July 4th, 2005 Parade Grand Marshall. We are grateful for the excellent publicity for Society-sponsored events provided by the Village through its Newsletter, and through local newspapers, radio and cable television. Also in 2005, the Society assisted with the production of a documentary on local history that will air on WTTW Channel 11 on March 12, 2006. Society representatives will answer phones at the Channel 11 studio and be mentioned on the air that day.

#### 5. **Membership**

Business and Individual memberships have remained steady. Currently, the Society has over 500 individual, family and business members. New Business member incentives have been created with the development of the new Society website, [www.gehs.org](http://www.gehs.org). Business members are now listed on the website and in every issue of the newsletter.

A volunteer Membership Committee is actively involved in attracting new memberships by contacting local businesses, groups and individuals. This group also provides assistance in collating mailings, other paperwork and general support for meetings and events. Members are extremely active as Society volunteers, serving as museum docents, chairs of committees, committee members, Board members,

Museum Store volunteers, and completing myriad tasks inherent with the operation of the Society programs, activities and facilities. Over 3,000 hours per year are logged by Society volunteers. The Society hosted two Volunteer Recognition receptions in 2005.

## 6. Publications

The Society's quarterly Newsletter, the *Messenger*, continues to maintain a national and international circulation of approximately 550 issues per edition. **Glen Ellyn, A Village Remembered**, published in 1999 has now sold over 2,300 copies of the 3,000 initially ordered. **The Question: How Old, the Answer: 1843**, a history of School District #89, was also published by the Society. Both books are available through local retail establishments and through the Museum Store. The Society plans to work with Mr. Dexter Ball to publish a monograph of life in Glen Ellyn in the 1950's.

The Society is working with Arcadia Publishing Company and author and Society member, Russ Ward, to produce another book on Glen Ellyn. The new paperback book will feature historic photographs Glen Ellyn, and will be published in 2006.

## 7. Events

Community events continue to provide participants with opportunities for education and enjoyment. Events this year included Exhibits of District #41 Student Projects related to their visits to Stacy's Tavern Museum, Churchill Family heirlooms, Making Holiday Memories: An Exhibit of Cameras from the Turn of the Century Forward, Museum Day in Springfield, Tavern Days, Spirits of Glen Ellyn, adult Roundtable discussions, Holiday Candlelight Tours of Stacy's, Open House, Preservation Week, Taste of Glen Ellyn, July 4th parade, and Pioneer Activity Day for Kids.

The Society held a unique new special event in October of 2005, the **Glen Ellyn Great Gatsby Gala**. The Gala was a tremendous success, raising funds and bringing our message to attendees representing the membership, civic and service organizations, benefactors and community residents. The evening included the debut presentation of **Remembering Glen Ellyn**, a DVD production about the Society and History Park capital campaign.

## 8. Archives and Acquisitions

The Society receives several requests each year for plaquing historic homes in Glen Ellyn. Volunteers conduct all the research, and fees provided by the homeowner provide revenue for the Society. Society Volunteers also created a display of photographs of plaqued homes for the History Center.

Donations of photographs, furniture, collections and other items continue to be received by the Society. The acquisition of the property at 810-816 Main Street will enable the Society to accept and store additional donations.

The Archives Office, located at the History Center, continues to provide an opportunity for community study and research on Wednesday afternoons, and by appointment. The Society has greatly expanded its resources available to the public by bringing out materials previously in storage. Requests for information average 15 per week. A grant from the DuPage Community Foundation is being used to digitize the

Society's photograph collection, increasing the ease of public access to the collection. The Society has approximately 3,500 photos in its collection.

The Society has been asked by several local organizations to assist in chronicling their milestone anniversaries. These include the **Glen Ellyn Civic Betterment Party 75th Anniversary**, the **Glen Ellyn Library 100th Anniversary** and the **Glen Ellyn Volunteer Fire Company 100th Anniversary**. The Society is assisting representatives of these organizations in securing photographs and developing materials for their respective celebrations.

## 9. **Education and Outreach**

The Society continues to be very much a part of the school curriculum in School Districts #41 and #89. School groups, special tours, classroom programs, exhibits, first-person portrayals and other programs provide students a connection to the past and early Glen Ellyn. School visits from five other DuPage County school districts make Stacy's Tavern a busy place. **Then and Now** programs brought into the classroom by volunteer facilitators truly make history come alive for students. Many students return to Stacy's Tavern with parents in tow to share the experience of visiting this unique landmark.

The Society recently developed a scouting badge program in Folk Arts for younger scouts. A recently completed Eagle Scout project involved interviews and oral histories from World War II veterans. The completed oral histories have become a part of the Society Archives collection.

Adult Roundtables, held at the History Center, provide opportunities to share information, strengthen memories and keep the legacy of early Glen Ellyn alive. First person portrayals are a frequently-sought form of entertainment and education provided by the Society. Society members have are able to portray many characters make history meaningful for students and adults.

Persons served by Society programs, events and activities totaled over 5,000 in 2005.

## 10. **Technology**

Some of the greatest strides in the operation of the Historical Society have been made in the area of Technology. The new Society Technology Committee has been instrumental in modernizing Society operations. Most of the antiquated computers were replaced in 2005. Fax, email and Internet service were implemented in 2005.

The Society enlisted the aid of a Northern Illinois University graduate intern student pursuing a degree in Communications and Media to assist in the design and implementation of a new website, [www.gehs.org](http://www.gehs.org), which was launched in 2005. The Historical Society expresses deep gratitude to the Village of Glen Ellyn for funding a portion of these technology initiatives through the Special Programs Fund last year.

## 11. **Partnerships, Grants, and Donations**

The Society relies heavily on grants and donations to fund operations. The excellent resources available through the Philanthropy Center at the College of DuPage have been frequently utilized by Society staff and volunteers for technical assistance and to determine potential funding sources. Grant funding has been sought through several sources, including The History Channel, DuPage Community Foundation, Reliquarians, Illinois Association of Museums and other local corporations and foundations.

Several in-kind donations of computer equipment, goods and services, artifacts, collections and photographs were received in 2005; and the Society has partnered with the Glen Ellyn Library in pursuit of a grant for assistance in digitizing our collections.

The Historical Society has also established a partnership with the Glen Ellyn Twig and Bloom Garden Club to restore the herb garden at Stacy's Tavern Museum.

The Society held its most successful Annual Giving campaign to date in 2005, with donations of over \$15,000 received from over 150 giving units. The Society has also been able to take advantage of members' workplace policies for matching funds, and other fund-match incentives and memorial contributions.

The Society also maintains partnerships with several local and national organizations, including the Illinois Association of Museums, National Trust, Kane DuPage Regional Museum Association, and other DuPage County Historical Societies.

## **12. Operations**

The mission of the Glen Ellyn Historical Society is to engage the community in a vital historic atmosphere through research, study and communication. The Historical Society has made great strides this year in establishing a vision for the future, with goals, objectives and an action plan to achieve that vision.

Goals for the upcoming year include continued work on the development of the History Park and introduction of Phase II of the Capital Campaign, expanding communication through the continued use of technology, increasing the visibility of the Society in the community, streamlining organizational structure, revitalizing membership, increasing financial resources, developing partnerships, managing collections and expanding our volunteer base.

We express our gratitude to the Village of Glen Ellyn for their tremendous assistance and support for the Glen Ellyn Historical Society.

Glen Ellyn Historical Society  
**Operating Budget**  
 2005-2006

**Income**

Acquisitions	0
Archives	500
Book Sales	3,500
Campaign Income	
Contributions	25,000
Endowment Contributions	150
Investment Income	35,000
Gain/Loss on sale of assets	0
Unrealized gain/loss	0
Other Contributions	
Restricted	500
Unrestricted	0
Annual Giving	16,000
Other	0
DCFD Endowment Income	
Interest	4,000
Gain/Loss on sale of assets	0
Unrealized gain/loss	0
Educational outreach	300
Grants	
Village	20,000
Other	500
Interest	175
Membership Dues	6,000
Museum Store sales	1,700
Plaquing	1,000
Rental Income	1,500
Special events	
Bake sales	2,000
Heritage Ball	36,000
Pioneer Days	1,325
Taste of Glen Ellyn	600
Special Tours	375
<u>Museum Contributions</u>	<u>800</u>
 <b>TOTAL</b>	 <b>\$156,425</b>

Glen Ellyn Historical Society  
**Operating Budget**  
 2005-2006

**Expenses**

Acquisitions	0
Annual Giving	1,000
Archives	1,000
Bank Service Charge	300
Board Expense	400
Book Expense	50
Campaign Investment expense	3,400
Capital Development	
Appraisals	0
Installment Contract	100,000
DCFD Endowment expense	1,000
Development Committee expense	1,000
Dues and Subscriptions	700
Education	675
Equipment	2,650
Insurance	
Fine Arts	5,000
Liability	
Officers and Directors	1,600
Commercial Business	500
Membership expense	425
Miscellaneous	100
Museum Expense	350
Museum Store purchases	700
Newsletter expense	2,000
Office Supplies	1,500
Payroll	
Salary	45,000
Payroll taxes	3,445
Plaquing expense	170
Special Event expense	
Candlelight tours	75
Heritage Ball	15,000
Pioneer Fair	1,325
Telephone	1,600
Website Maintenance	500
Volunteer expense	50
Internet expense	175
<b>TOTAL</b>	<b>\$191,690</b>
<b>Net Loss</b>	<b>-35,265</b>





GLEN ELLYN CHILDREN'S CHORUS

*Where the inner voice sings!*

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Glen Ellyn, IL 60137-5910

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February 13, 2006

Mr. Jon Batek, Finance Director, and  
The Glen Ellyn Board of Trustees  
Glen Ellyn Civic Center  
535 Duane Street  
Glen Ellyn, IL 60137

*reduced to \$10,000*

Dear Village Board,

The Village of Glen Ellyn has been home to the Glen Ellyn Children's Chorus for 41 years and we are very grateful for the past support we have received from the Village. In this, our 41st season, we are asking for \$15,000 to support our programs, which make a critical difference in the lives of many of Glen Ellyn's children, create a unique ambassadorship for the Village, associate the Village with excellence and prestige, and positively impact the Village's economic growth.

To give you a brief background, the Glen Ellyn Children's Chorus (GECC) is a world-class organization dedicated to making a positive difference in young people's lives through extraordinary choral music experiences, regardless of a child's musical background or socio-economic circumstances. Internationally recognized as a leader in its field for decades, GECC programs annually serve approximately 250 children in weekly programs and an additional 1,000 young people in outreach programs. Over 50 performances are presented each season, from community events to concerts at Carnegie Hall, the Ravinia Festival, the Arie Crown Theater and the Auditorium Theater.

Why does the Chorus need support from the Village?

Glen Ellyn is our home and 41% of the children in the program are Glen Ellyn residents. Tuition covers only about 33% of operating expenses; tuition and concert income combined cover only approximately 43%. On a budget of \$490,000 this season, we have to raise over \$250,000 in grants and fundraisers to sustain our programs without making tuition prohibitive and limiting the number of children we can serve. Corporate funding is becoming more difficult to obtain and the competition for funding is growing. **It is essential we receive support from the area which benefits most from our presence.**

The extraordinary quality of the GECC music education and GECC performances is known throughout the world, and results in frequent requests to appear as demonstration choirs and to perform in high profile venues. The challenge that goes with that is the need for funding and for scholarships so that no child is unable to participate due to finances.

With the name Glen Ellyn in our Chorus title, other funders expect us to receive significant support from the Village. Many base their funding decisions on the local support the Chorus receives both from the Village and from our other local supporters. We are proud to represent the Village and we need the Village to express their pride in us as well. **We need your financial support and the recognition of our value to the Village that the support represents.**

Why would the Village want to support the Glen Ellyn Children's Chorus?

We are unique. Our programs are unlike anything else offered in the Village of Glen Ellyn, and no other Village can claim the quality of the programs we offer. We offer exceptional music education and performance opportunities to any Glen Ellyn child who wishes to participate. We serve as national and international ambassadors for the Village of Glen Ellyn, and we do so with pride for our Village. It is appropriate and important that the Village of Glen Ellyn, the Chorus' name sake and home base, demonstrate its pride in us through direct, generous support.

Glen Ellyn is known for providing an exceptional quality of life. The GECC is an integral part of that quality providing a program that shapes young lives, gives children healthy growth experiences, builds character, **and invests in the future**. It provides wholesome, outstanding, unique opportunities for children and is recognized throughout the world for doing this extraordinarily well. Financial support for the Chorus is one way the Village can directly make a difference and show its commitment to what it values.

The arts are crucial not only to our quality of life, but to the development of our community and our culture as a whole. Studies repeatedly show a powerful and direct correlation between a child's active participation in quality arts experiences and the development of his/her broad-based learning skills in other studies and life achievement. With local arts programs in so many schools functioning at bare subsistence levels, it is important to provide quality community arts programs.

The Chorus also has a positive impact on the economy of the Village. Each week parents of up to 150 children, who live outside of Glen Ellyn, bring their children to rehearsals. Most stay in the area to shop or eat while their children are rehearsing, and sometimes continue after they pick up their children. This is a significant, positive impact on the economy of the businesses in Glen Ellyn.

#### What would Village funds be spent on?

**Scholarships and Youth Outreach:** The GECC is committed to making its programs available to any interested child, and to seeing that no child is knowingly prevented from participating because of their family's financial limitations or challenges. Scholarships are provided to those who could not otherwise participate. Youth Outreach programs, which serve over 1,000 young people each year, are presented at minimal cost or free-of charge. (See "Highlights" below.) They involve children in skill-building, character-shaping, high-caliber experiences that they would not otherwise have access to. Funding from the Village would be used to help make up the difference between what it actually costs to present these programs and the income they generate. (NOTE: Expenses and scholarships for tours are NOT included in this request or in budget figures. They are booked separately from general operating expenses for our local programs.)

#### How does the Village benefit from supporting the Glen Ellyn Children's Chorus?

**Unique Ambassadors:** The Glen Ellyn Children's Chorus serves as both a national and international ambassador for the Village of Glen Ellyn in a way that no other organization does. It has won national and international acclaim for the excellence of its programs, and associated the Village of Glen Ellyn with the highest standards. For decades the Chorus has carried Glen Ellyn's name across many continents: North America, Europe, Australia/New Zealand, South America and Asia.

The extraordinary quality of the GECC music education and GECC performances is known throughout the world, and results in frequent requests to appear as demonstration choirs and to perform in high profile venues with extraordinary organizations. These invitations range from Carnegie Hall and the Ravinia Festival to the Barenaked Ladies. This year the Chorus performed with the Barenaked Ladies to a sold out performance at the Auditorium Theater. When the Glen Ellyn Children's Chorus was introduced they were greeted with thunderous applause. The Chorus received a similar response At the Arie Crown Theater where the Chorus performed at the New Tang Dynasty Gala.

The Chorus' high profile performances and touring opportunities result in frequent newspaper articles which not only help to market the Chorus but the Village of Glen Ellyn as well. In the last 6 months the GECC has been prominently featured in local newspapers in Downers Grove, Lombard, Naperville and Wheaton as well as Glen Ellyn and in the Epoch Times which is an international newspaper. In every article there is mention of the town of Glen Ellyn where the GECC resides. This type of publicity further enhances the image of the Village of Glen Ellyn.

**Serving residents:** Thousands of Glen Ellyn residents have benefited from Chorus programs in the last 41 years. This year 41% of our choristers are from Glen Ellyn, far more than from any other community. So significant and long-term is the Chorus' impact that we even have Chorus alumni, living in Glen Ellyn, whose children are enrolled - generations of Glen Ellyn choristers.

### ***What the Village "gets back" for its investment in the Chorus***

- The GECC brings consumers and revenue into Glen Ellyn: hundreds of parents bring their children to rehearsals in Glen Ellyn TWICE each week, many of whom shop and do other business in Glen Ellyn. We literally bring revenue to the Village.
- The GECC serves Glen Ellyn at a grass roots level, supporting local school programs and music educators through on-site activities and workshops, involving hundreds of children in outstanding learning experiences. Several GECC programs are designed specifically for Glen Ellyn schools including In-School Exchanges.
- On numerous occasions we have had new choristers' families choose to move to Glen Ellyn specifically because of the GECC. These families, facing job transfers, chose to live in our village because of the Chorus' reputation recognized across the country.
- The GECC has been serving families of Glen Ellyn for 41 years by offering world-class opportunities to its young people and positively impacting their entire lives. Hundreds are benefited each year, thousands during our history.
- Quality arts education has a huge impact on the quality of life for young people and the community at large. GECC is a leader in its field, serving as a model across North America. It was the first children's chorus to be recognized by the National Endowment for the Arts and the Illinois Arts Council for the quality of its programs and we continue to be supported by these organizations.

### **Chorus Background**

Through outstanding music education, excellence in performance, and serving the community through song, the GECC brings extraordinary opportunities to young people. In addition to supporting scores of community events, the Chorus has performed frequently with the Chicago Symphony at Chicago's Symphony Center, the Ravinia Festival, Carnegie Hall, and has participated in 4 Grammy Award-winning recordings. The GECC has toured extensively throughout the U.S., Canada, Europe, Scandinavia, Australia, New Zealand, Brazil and China.

Long recognized for the high artistic caliber of its work, the Chorus received the United States Library of Congress' *Local Legacies Award* in 2000 acknowledging it as one of the nation's leading cultural treasures. GECC has been called "one of the finest children's choruses in the world" by many including Christoph Eschenbach and the late Sir Georg Solti. Former Glen Ellyn Mayor Joe Wark said GECC "stands out in particular as a Village treasure" and as "outstanding ambassadors of the community." Community Bank Chairman, President & CEO Don Fischer wrote "The world-respected Glen Ellyn Children's Chorus is an extremely valuable asset to the performing arts and, specifically, to Glen Ellyn's quality of life. We are very fortunate to have the Chorus in our community".

It's about much more than teaching music. GECC programs focus on education and broad-based skill development, teaching kids the meaning of excellence and the value of cultural diversity, hard work, friendship, self-expression, discipline, and commitment. Within a nurturing environment, young people from kindergarten through high school ages grow in holistic ways and excel in other areas of their lives because of what and how they learn at GECC. **Village support is a great investment in the character of our children and in the future of Glen Ellyn.**

As you can see, this program is not merely an extra curricular activity. The level of accomplishment on a world-class level sets it apart, as does the commitment of time, energy, and focus required of choristers and their families. The results, too, are extraordinary. Thousands of young lives are impacted in powerful and long-lasting ways.

### **Our request**

The Village's support is extremely important to the GECC and is crucial to our ability to serve hundreds of Glen Ellyn young people and their families each year. It helps us present programs that develop the best in young people. It supports scholarships that enable many, who couldn't otherwise participate, to have life-shaping experiences. It plays a vital role in helping us secure other funding to ensure the health and vitality of our programs. And it is a

valued vote of confidence showing that the Village recognizes the importance of providing this quality program to improve the quality of life in the Village.

This year has brought new accomplishments and challenges to the GECC as we continue our commitment to bring service, outstanding experiences, and international recognition to Glen Ellyn and its families.

Our recent trip to China, a communist country, brought into sharp focus our need to learn more about the world and our place in it. It was a wonderful opportunity to share our way of life as well as learn about theirs. Through fine music and the discovery process by which we help young people learn and perform it with excellence, we are making a difference in our world through programs right here in Glen Ellyn. We feel the healing power of music within ourselves and we see it in those we touch.

We'd like to summarize key points concerning our request and mention some recent highlights. These are among the considerations that underscore our need for Village funds in 2006-2007.

#### Specifically serving Glen Ellyn

**Programs:** Each year we present programs specifically for and in Glen Ellyn, designed to support Glen Ellyn schools and to enhance what we offer Village children and families. Several of these programs are offered free-of-charge to make them accessible to all who want to participate; others are offered at a minimal fee. Underwriting is necessary to support these important programs that directly serve the Village. These programs include:

- The Honors Chorus SingFest (workshop and festival) involves about 350 young people and 40 educators in an invigorating day of learning and growth, this year featuring Sanna Valvanne of Finland and culminating in a free concert for the community.
- In-School Exchanges bring GECC singers into local schools for inter-active programs. These special on-site collaborations directly involve the students and their teachers.
- Boys Only! Workshop, held in November for approximately 60 boys.
- Musical Experience for Children (MEC) is a weekly class serving children in kindergarten through second grade. Classes are held at the Glen Ellyn Park District and College of DuPage Arts Center.
- Local performances for Glen Ellyn organizations such as the Glen Ellyn Arts Festival, the Glen Ellyn Library's "Celebrate the Season," the Glen Ellyn Chamber of Commerce dinner and Bridge Community's Sleep Out Saturday Rally held at the College of DuPage,

The following recent achievements and activities represent a microcosm of the breadth, scope, and uniqueness of the Chorus itself.

#### Performance Highlights

Each season the Glen Ellyn Children's Chorus participates in over 50 concerts, including numerous guest performances throughout the community, and on tour. The Chorus' two self-produced concerts, Holiday and Spring, involve over 250 children from the youngest to the most experienced singers, and are presented annually for combined audiences of nearly 4,000 people. In addition, the GECC annually presents a 350-voice Honors Chorus Workshop & Festival, Boys Only! Workshop, In-School Exchanges, and Summer Sing camp.

## 2005 Highlights

- March: • Feature presentation and Chorus performance for DuPage Music Educator's Conference
- April: • 350-voice Honors Chorus SingFest (workshop/festival) for local students and music teachers
- Concert Tour to Des Moines for exchange with Iowa Youth Chorus
- May: • GECC 40<sup>th</sup> Anniversary Spring Concert featuring the premiere of a ground-breaking new work we recently commissioned from one of North America's most distinguished composers: *The Nightingale* – an original opera for choral voices based on Hans Christian Andersen's endearing story about the transforming power of song and its authentic voice. The opera is innovative in that it features the children's chorus in central roles. The work includes staging, costumes, a full orchestra, 2 professional soloists, and a dancer.
- June: • Chorus America National Convention - performance of *The Nightingale*
- July: • Tour to Hong Kong, for the World Children's Choir Festival, and mainland China
- September: • Featured performance for the opening of the U-Boat exhibit at the Museum of Science and Industry
- October: • Tour to London, Ontario Canada for a joint concert with the acclaimed Amabile Youth Singers
- November: • Featured performance at the DuPage Community Foundation Benefit
- December: • Performance with the Barenaked Ladies rock group at the Auditorium Theater

## 2006 Highlights

- February: • Featured performance at the New Tang Dynasty's Chinese New Year's Gala at the Arie Crown Theater
- Performance at the American Choral Director's Convention
- March: • Concert Chorus tour to Grand Rapids, Michigan for exchange with the North American Choral Company
- April: • 350-voice Honors Chorus SingFest (workshop/festival) for local students and music teachers
- Collaborative performance with the Lakeside Singers at Lund Auditorium in River Forest

## In Summary

The Glen Ellyn Children's Chorus is unique in its service to and ambassadorship for Glen Ellyn. Village support helps provide scholarships for children who would not otherwise be able to have these life-shaping, character building experiences. Local support is essential both for the direct impact it has and for its ability to attract external sources of support. **Support from the Village is crucial, and it is "the right thing to do."**

The Chorus generates revenue for the Village. Resident Chorus families buy homes here, pay taxes here; families from neighboring towns shop here, eat here and attend events here. The GECC brings people into the Village from near and far, and associates the Village with excellence.

In addition, the Village of Glen Ellyn is known for its commitment to a **high standard of living** for its residents. Developing, experiencing, and appreciating arts unquestionably contributes to the overall health and well-being of individuals, families, and communities. The GECC significantly enhances the quality of life in this Village, especially for young people. Support for the Chorus is an important investment in the future.

Your support makes a huge difference to the GECC, and we consider it an honor to have the Village as a part of our extended family. On behalf of the Board of Directors and the thousands of Glen Ellyn families who have benefited from our programs, please accept our warmest thanks for your consideration of our request.

Sincerely,



Priscilla Smith, Executive Director

and Glen Ellyn residents serving on the GECC Board of Directors: Amy Hohulin, Greg Reifel, John Shomey, Evan Geiselhart, Ann Graham, David Hecht, Margo Matthew, Randy Parker and Michael Petrushka

## **Synopsis Of GECC Programs And Outreach**

The Glen Ellyn Children's Chorus welcomes all interested children, kindergarten-age and older. The scope and variety of GECC programs provide skill-appropriate opportunities for all children to participate in at various stages of their development and maturity. Many children progress through all levels of the Chorus' programming and singers from any of the Outreach programs are welcome to be placed in the GECC Performing Ensembles.

The **Performing Ensembles** comprise the core of GECC's ongoing programs. Rehearsing twice weekly after school, they serve children at different skill levels. The challenges of musicianship and repertoire increase incrementally with each ensemble, creating a sequential, upward spiral of learning and development. Through rehearsals and performances, boys and girls in the Treble Chorus, the intermediate Concert Chorus, and the more experienced Touring Chorus enjoy a high level of accomplishment, make lasting friendships, and enjoy a nurturing and challenging learning environment.

**Musical Experience for Children (MEC)** is a weekly class serving children in kindergarten through second grade. Designed as an entry-level, pre-choral training program, there is no comparable class in existence for children of this formative young age. Through such activities as finding the singing voice, moving to music to develop kinesthetic awareness, working with Orff instruments, and singing age-appropriate fine repertoire, children grow and develop skills that enhance broad-based learning skills in many areas.

**Carpe Diem** is a program for young men with changed voices ages 13-25. The program offers an alternative to boys who are no longer able to participate in the children's chorus or who are looking for a place to perfect their vocal art. This once a week program is taught by the GECC's Artistic Director.

The **Scholarship Program** enables the Chorus to accomplish one of its key commitments – that finances not preclude a child from participating in any Chorus program. Financial aid is based on economic need; to date, the Chorus has provided for all requests received. Through the *Kay J. Kehoe Scholarship* Fund, children participate who would not otherwise be able to, including those from low-income and/or single-parent homes and choristers whose families' financial setbacks would preclude the child from continuing in the program.

**For Boys Only!** workshop is a half-day workshop involving nearly 100 young boys in singing activities designed to engender growth and friendship. Led by a dynamic male conductor, the morning is filled with rehearsal, musical games, and a free demonstration concert for teachers, families and peers. This workshop is offered as a way of encouraging and rewarding motivated boys' involvement in vocal music. Boys, ages 8-14, participate on recommendation of their music teacher, joining the boys of the GECC.

**Honors Chorus SingFest (workshop and festival)** offers hundreds of young singers and teachers a day of invigorating challenge and musical growth through choral activities led by prominent guest clinicians and the GECC Artistic Director. Designed to support classroom music programs and community-based choruses, SingFest also offers concurrent sessions for teachers focusing on rehearsal strategies, vocal pedagogy for the child voice, and appropriate repertoire. Culminating in a free Festival Concert (performed by participants), approximately 350 children and 40 music teachers take part in this one-of-a-kind choral experience. Registration efforts target schools in DuPage, Kane, Will and Cook counties, particularly where school music programs are lacking or non-existent.

**School Exchanges** are an additional way the Chorus reaches hundreds of school children. Each year, programs ranging from 30-60 minutes in length are presented in numerous area schools. School music teachers help define the type of program that best meets their needs, ranging from interactive rehearsals with their choirs, to vocal demonstration by the GECC, or performances for all-school assemblies. School Exchanges generate interest in music, support local music teachers and their programs, and provide exceptional musical opportunities for students.

**Summer Sing Camp** offers local children an introductory experience of musical discovery, expression, and growth. Held at the College of DuPage daily for one week in June, young singers learn healthy singing habits, multi-cultural repertoire, basic musicianship, and present a free demonstration concert for parents at the close of the week.

**ATTACHMENT 1A****Financial Statement (general operating revenue and expense) for most recently completed fiscal year**

Glen Ellyn Children's Chorus

**FINANCIAL STATEMENT**

August 1, 2004 - July 31, 2005 Year End

<u>INCOME</u>	<u>Actual</u>
Combined Tuition	142,568
Contracted Performances	13,861
Self Produced Concerts/Workshops	45,072
Concert Program Ads	22,445
Fundraising Events, raffles, etc.	14,735
Other Earned (recordings, interest, tours, concert dress, etc.)	32,972
Government Grants	97,700
Corporation/ Foundation/Sponsorship Grants	78,700
Individual Contributions	54,659
Other Contributed (scholarship gifts, etc.)	<u>774</u>
<b>TOTAL INCOME</b>	<b>\$503,486</b>
<u>EXPENSE</u>	
Salaries, wages, payroll taxes	\$318,400
Office (rent, utilities, insurance, supplies, bank chg)	72,685
Music program (rent, music, dress, commissions, etc.)	37,272
Self Produced Concerts/Workshops	63,564
Promotion & Fundraising	17,634
Other (recording expenses, retreat subsidy, concert dress, etc.)	<u>19,904</u>
<b>TOTAL EXPENSES</b>	<b>\$529,459</b>
<b>SURPLUS/(DEFICIT)</b>	<b>-\$25,973**</b>

\*\*For the first time in its 40 year history, the Chorus budgeted an unprecedented deficit in order to fund the groundbreaking commissioned opera *The Nightingale*. The decision was made to invest in ourselves for our 40<sup>th</sup> year, tapping into our modest cash reserves to cover these one-time expenses. We ended the year as we had budgeted.

**NOTE:**

Income, expenses and scholarships for tours are NOT included in these figures.

**ATTACHMENT 1B****Balance Sheet (general operating assets and liabilities) for most recently completed fiscal year**

Glen Ellyn Children's Chorus

**BALANCE SHEET**

As of July 31, 2005

**ASSETS**Current Assets:

## Checking/Savings

Community Bank Checking	14,637
Charter One Money Market	26,275
1 <sup>st</sup> American CD	10,263
Charter One CD	15,640
LaSalle CD	15,000
Provident CD	15,000
23604 CD	17,505
Key Bank CD	17,163
Petty Cash	130
SBC Stock Account	951
Share Account	<u>386</u>
Total Checking/Savings	132,950

Prepaid Expenses 700

Total Current Assets 133,650

Fixed Assets

Accumulated Depreciation	-20,902
Furniture & Equipment	<u>20,902</u>
Total fixed Assets	0

**TOTAL ASSETS \$133,650****LIABILITIES & EQUITY**

## Current Liabilities

Accounts Payable	225
Other Current Liabilities	100

Long Term Liabilities 85

Total Liabilities 410

## Equity

Opening Balance	11,937
Retained Earnings	147,276
Net Income	<u>-25,973</u>

Total Equity 133,240

**TOTAL LIABILITIES AND EQUITY \$133,650**NOTE: Income, expenses and scholarships for tours are NOT included in these figures.

**ATTACHMENT 2**  
**Current Annual Budget**

Glen Ellyn Children's Chorus  
**BUDGET • 2005-2006**  
(Fiscal Year 8/1/05 - 7/31/06)

<b>INCOME</b>	<b>2005-2006 Budget</b>
<i>Earned:</i>	
Combined Tuition	147,900
Contracted Performances	25,000
Self Produced Concerts/Workshops	38,500
Concert Program Ads	20,000
Fundraisers	29,000
Other (recordings, interest, concert dress, etc.)	<u>24,500</u>
<i>Subtotal Earned</i>	<b>\$284,900</b>
<i>Contributed:</i>	
Government Grants	43,000
Corporation & Foundation grants and sponsorship	92,000
Individual Contributions	68,500
Other (scholarship contributions, community sponsors)	<u>1000</u>
<i>Subtotal Contributed</i>	<b>\$204,500</b>
<b>TOTAL INCOME</b>	<b>\$489,400</b>
(In-Kind support estimated at \$50,000)	
 <b>EXPENSE</b>	
Salaries, wages, payroll taxes	301,590
Office (rent, utilities, insurance, supplies, bank chg)	75,550
Music program (rent, music, dress, commissions, etc.)	28,900
Self Produced Concerts/Workshops	32,300
Promotion & Fundraising	31,060
Other (recording expenses, retreat subsidy, concert dress, etc.)	<u>20,000</u>
<b>TOTAL EXPENSES</b>	<b>\$489,400</b>
<b>OPERATING SURPLUS/ (DEFICIT)</b>	<b>\$0</b>

**NOTE:**

Income, expenses and scholarships for tours are NOT included in these figures.

## **ATTACHMENT 4**

### **Cash reserve balances and cash reserve policy**

Glen Ellyn Children's Chorus

#### **CASH RESERVE BALANCES/ POLICY**

The Chorus' Cash Reserve Balances are detailed on the Balance Sheet. on Attachment 1B.

Regarding Cash Reserve Policy, the GECC Board of Directors is vigilant in monitoring its fiscal responsibilities to ensure that all programs operate with financial foresight and stability. We strive to maintain at least 35% of annual expenses as cash reserve in order to cover the many and predictable cash-flow fluctuations of our general operations and operate within our means.



*Glen Ellyn 4th of July Committee  
P.O. Box 182 – Glen Ellyn, IL 60138*

February 3, 2006

President Vicky Hase  
and members of the Board of Trustees  
Village of Glen Ellyn  
535 Duane St.  
Glen Ellyn, IL 60137

Ladies & Gentlemen:

On behalf of the Glen Ellyn 4<sup>th</sup> of July Committee, I want to thank the village for their continued support of the annual Independence Day celebration. Last year, we received a cash donation of \$5,000 from the village.

The committee is requesting \$6,000 towards the 2006 celebration. This amount represents approximately 14 percent of the budgeted \$41,400 cost associated with the parade, fireworks display, fundraising, insurance, and other related costs.

Contributions from residents, businesses, and organizations combined with fundraising efforts of the Committee have provided the remaining funding for the entire day's celebration in the past. Our goal is always to meet, or exceed our fundraising efforts of the previous year.

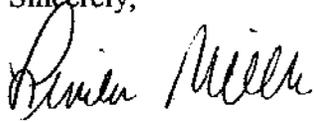
If the parade or fireworks are canceled for any reason, we remain obligated to pay specific parade participants and the fireworks company. Our financial success with the picnic during the regatta is dependent on the weather as well.

Our 2005 year end cash balance was slightly over \$47,000. It has been our policy to have a cash reserve of approximately one year's expenses to allow us to provide the quality celebration we do regardless of our fundraising efforts.

I would like to express my sincere appreciation to Chief Norton, Mr. Foster, Mr. Batek, and Mr. Webster for their continued support. We recognize the time and assistance from others is also a cost to the village. With the combined efforts of all in our community, the 4<sup>th</sup> of July celebration continues its success.

We look forward to discussing our request with the Village Board. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Linda Miller".

Linda Miller  
Committee Chair

Cc: Jon Batek, Finance Director  
Gary Webster, Village Manager

Encls.

**GLEN ELLYN 4TH OF JULY COMMITTEE  
COMPARISON OF 2006 PROPOSED BUDGET  
WITH ACTUAL AMOUNTS FROM 2001 THROUGH 2005**

	<u>2006 Budget Amount</u>	<u>2005 Actual Amount</u>	<u>2004 Actual Amount</u>	<u>2003 Actual Amount</u>	<u>2002 Actual Amount</u>	<u>2001 Actual Amount</u>
<b>Receipts:</b>						
Donations	\$ 18,500	\$ 22,438	\$ 17,075	\$ 18,491	\$ 20,212	\$ 19,078
Village	6,000	5,000	5,000	4,000	4,000	5,000
Regatta (net)	n/a	n/a	n/a	n/a	n/a	0
Miscellaneous (net)	15,425	16,895	12,296	9,874	13,693	13,292
<b>Total Revenue</b>	<b>\$ 49,925</b>	<b>\$ 44,333</b>	<b>\$ 34,371</b>	<b>\$ 32,365</b>	<b>\$ 37,905</b>	<b>\$ 37,370</b>
<b>Disbursements:</b>						
Parade	\$ 16,500	\$ 11,098	\$ 8,971	\$ 15,817	\$ 16,447	\$ 9,699
Fireworks	16,500	16,500	16,500	16,500	16,300	15,255
Regatta (net)	0	0	0	0	1,000	701
Fundraising	2,500	6,483	945	1,559	1,460	1,221
General	6,400	7,287	6,092	6,203	2,803	2,489
<b>Total Expenses</b>	<b>\$ 41,900</b>	<b>\$ 41,318</b>	<b>\$ 32,508</b>	<b>\$ 39,579</b>	<b>\$ 38,010</b>	<b>\$ 29,365</b>
<b>Excess (Deficiency)</b>	<b>\$ (1,225)</b>	<b>\$ 3,015</b>	<b>\$ 1,863</b>	<b>\$ (7,214)</b>	<b>\$ (105)</b>	<b>\$ 8,005</b>
Village direct cash contribution per resident (25,000 population)		<u>\$ 0.20</u>	<u>\$ 0.20</u>	<u>\$ 0.16</u>	<u>\$ 0.16</u>	<u>\$ 0.20</u>
Village direct cash contribution per household (9.750)		<u>\$ 0.51</u>	<u>\$ 0.51</u>	<u>\$ 0.41</u>	<u>\$ 0.41</u>	<u>\$ 0.51</u>





February 14, 2006

President Vicky A. Hase  
Village Board of Trustees  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, IL 60137

\* \$20,000 Gross cost budgeted.  
Assumes a 70% grant will  
be received for a net  
Village cost of \$6,000.

Dear President Hase:

Since the Village of Glen Ellyn has officially been named a Certified Local Government/CLG community by the National Park Service, the Historic Preservation Commission has been assigned certain tasks by the Illinois Historic Preservation Agency in Springfield. Among these tasks is to work towards completion of a community-wide Historic Structures Survey that was begun by the masters class of the Art Institute of Chicago. We are also expected to complete a set of preliminary Design Guidelines that apply to individually land-marked homes or homes that are located within a local historic landmark district.

As a CLG community, Glen Ellyn will be eligible to participate in grant monies that are distributed to preservation agencies in the various states. Grants are awarded on a 60/40 match ration (60% federal share, 40% local share). All requests for funding are evaluated by the Illinois Historic Preservation Agency in Springfield, and are based on goals and priorities established by their office.

It is estimated that to complete our Village-wide Historic Structures Survey, costs would run somewhere between \$10,000 and \$20,000. Since it would be unrealistic for us to expect a huge grant of money initially, we suggested in our budget request last year that the survey be done in segments as has been done in a number of Illinois communities. For example, a number of towns have applied for separate grants over a two to four year period, and received the money to complete their surveys.

The Historic Preservation Commission made its first request for grant monies in October, 2005 as part of the 2006 grant awards program to complete the second phase of our Historic Structures Survey. Although we haven't heard from the state as yet, we are optimistic that we will receive the funds requested.

Based on the above mentioned assignments and continuing requirements of the Historic Preservation Commission by the state, we hereby request that \$8,000 be allocated

towards phase three of our Historic Structures Survey, and the completion of a preliminary set of Design Guidelines. If by chance there would be some additional money available to us we would like to purchase an additional sign for the National Register of Historic Places, Main Street Historic District, to be erected at the southeast corner of Main Street and Cottage.

Sincerely,

A handwritten signature in cursive script that reads "Lee Marks".

Lee Marks  
Chairman, Historic Preservation Commission

cc: Jon Batek, Finance Director  
Curt Barrett, Assistant Village Manager