

**MEMORIAL HALL ADVISORY BOARD
MINUTES FOR MEETING
NOVEMBER 14, 2006**

A meeting of the Village of Richmond Memorial Hall Advisory Board was held at 7:00 p.m., November 14, 2006, at Memorial Hall, 10308 Main Street, Richmond, Illinois.

The meeting was called to order at 7:06PM.

At Roll Call the following members were present: Charlotte Hollenbach, Jan Klontz, Chip Eldredge. Absent: Irene Borre, Barb Gallegos, Roman Jahnke. Also in attendance: Cindy Walleck, Village Trustee.

Bingo Nights update. Continued look into finding sponsors for the event. Richmond Garden Club is likely not a candidate any longer due to the lack of proper NFP rating. Walleck will contact Marion Central High School to get the group information that runs that Bingo event.

Annual Event Preparation. Eldredge presented Rockford Gaming Association (RGA) as the lead for the Casino Night event. The event would largely focus on Texas Hold 'Em. MHAB moved the date from March 10 to May 5 to give time between Kiwanis, Rotary, Knights of Columbus events. RGA keeps 25% of the profits earned. The company also sets up all the licensure, advertising, etc. for its clients. RGA estimates that earnings are minimum \$25.00 per person. By increasing the ante then the earnings will increase. MHAB addressed having different antes at different locations in the building. Eldredge has approached the Rotarians to ask if they would sponsor the Casino Night. The Rotarians will introduce and discuss the subject at their meeting on Wednesday, November 15th. Regarding concessions at Casino Night, Rotarians could sell and give MHAB a percentage back. Eldredge committed MHAB to make a presentation to the Rotarians should they require it. Discussion to move the event to a different location was made. Decision was to stay at Memorial Hall initially. If the event grows, MHAB will entertain the idea of moving the event then. MHAB discussed renting slots to add to the night. **Eldredge will get back in touch with RGA and ask them to attend the December MHAB meeting. Potential sponsors will also be asked to attend. Gallegos will be in touch with the Odd Fellows. Walleck will contact Lions. Hollenbach will look into the Schaumburg contact for a Casino Night group and information.**

Discussion moved then to presenting a formal event. MHAB will set up a formal dinner with a few live auction items. Potential earnings were addressed. The event, in small but formal scale, could earn MHAB \$2900 with a \$60.00 per plate reservation. MHAB will make a presentation at the dinner to discuss and inform of the restoration and management of the building. Band vs. DJ or CD music was also addressed. Walleck will approach the Village to ask about funding and preparation of the invitations. **Hollenbach will approach Phil Ghilardi to inquire about catering the event. Having local business owners act as bartenders was discussed. Walleck will check with Olive Black to see about liquor donation and/or assistance at the event.** MHAB decided to return to calling the event "The Presidential Ball".

Discussion of the creation of an official MH NFP group was addressed. The structural requirements and the legal filing process were also discussed.

The Hall Of History letter was reviewed. MHAB approved the content. Borre will be asked to sign as Historic Division rep. Klontz agreed to act as the inventory manager of historic items received. The items will be in place in time for the upcoming Presidential Ball and the Hall of History will become a part of the MHAB presentation at the event.

Sponsorship letters were reviewed. Tabled until further discussion and decision is made on the NFP group.

The IHPA letter regarding new front doors, windows and building colors was reviewed. Determined that there will be no new windows above the front door. The front door presented to IHPA was not acceptable. MHAB will continue search for appropriate doors and make a second application. MHAB will also scrape windows as indicated in the letter to determine the original trim colors. **Eldredge will look for historic building pictures to get a better view of the original front doors.**

Klontz indicated that she is still looking for a cleaning company for the building.

There being no further business the meeting adjourned at 9:09PM.