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INTRODUCTION TO THE INFORMATIONAL PACKET

WHEELING HISTORICAL SOCIETY AND WHEELING PARK DISTRICT

The Wheeling Historical Society and Wheeling Park District have, as the following documentation testifies, worked together for a number of years to further the preservation of historically valuable buildings and the awareness of the community in which we live.

While this spirit of cooperation still exists, the natural maturation process begins to raise questions of: What are we doing? Why are we doing this and/or not doing that? Who should do what? How should we change to improve the historic preservation, education and awareness level of our community? What are we doing well versus not so well? What have you done for me lately? Cooperative relationships exist when mutual goals and objectives can be advanced further by working together than working separately. As the cooperative relationship solidifies and matures, natural questions and concerns come to the forefront as the initial enthusiasm mellows and new joint direction is sought.

This packet is intended to review in as much detail as possible, all phases of the past and present cooperative working relationship by and between the Wheeling Historical Society and the Wheeling Park District. It is intended to answer some questions and ask others. It is intended to challenge present arrangements, to clarify why things are as they are and to make each of us question the direction we wish to pursue individually and pursue together.

This packet should not be viewed as the end result, but as the starting point for the Society membership and Board and the Park District Board and staff, upon which future decisions can be made and a new decisive and creative direction can be developed and implemented.

While this packet may challenge the way things are, it is not intended to criticize our current relationship and direction. It is not intended to criticize current or past leadership, but is intended to be the basis for a stronger and better defined direction for the Boards of today and tomorrow.

You are encouraged to review each segment of this packet, make notes in the packet and come prepared to review your hopes, your concerns, and your comments in a positive and constructive manner.

Change is never easy, and it is often painful. An open, constructive and objective view of the past, the present and the future, will help insure that the process of change will be beneficial to the mutual short, medium and long range goals and objectives of the Wheeling Historical Society and the Wheeling Park District.

We urge you to become involved in the analysis of the existing cooperative working relationship of the Society and Park District and of the individual parties. Your input, combined with the full participation of your peers, should generate a new and deeper understanding of our individual, and our joint commitments to the historical movement in our community.

Sincerely,

David F. Phillips
Superintendent of Parks and Recreation
Wheeling Park District

TO: . Wheeling Historical Society and Wheeling Park District
Board of Park Commissioners
FROM: David F. Phillips, Superintendent of Parks & Recreation,
Wheeling Park District
RE: General Comments - In Summary
DATE: February 24, 1981

SCOPE OF DATA

It is felt that this packet is as all encompassing as initially possible, but it is recognized that we have probably left gaps in the material presented, have overlooked general topics, or overlooked specific facets of a topic.

It is imperative that each person reading this material make a conscious decision to commit him/herself to several hours of uninterrupted time to initially scan the material, then re-read it again in depth while making notes or comments.

While the process of data accumulation has been a worthwhile experience, it is of no value or relevance unless it is used as a basis for re-evaluation and re-assessment of our current working relationship.

COMMITMENT

As one reviews the large number of "open" items, or items of future direction, one can easily question our individual agencies' real commitment to historic preservation. While much has been done, much still remains to be done to resolve points of contention, areas of misunderstanding, or even to do things we both agree should be done and have been assigned but have not been accomplished.

While the questioning is a valid and a natural reaction, we must understand that neither the Society nor the Park District would be as involved as we are unless we were committed to our mutual aims.

If we are to succeed we must have a FUTURE DIRECTION - and find out where it goes - and determine how to get there. While it sounds simple, it will take the combined efforts of both parties to the Affiliation Agreement and a number of meetings to determine what the future holds for the mutual aims.

MEETING SCHEDULE

It is felt that it will take at least as long (4 months) to review and provide concrete direction as it did to prepare the packet and its sections.

The Board Presidents of the Society and the Park District should be the primary persons to act as their agencies representatives in setting up meetings and insuring that the proper follow-through from meeting to meeting is accomplished.

Possibly one meeting or more per month should be pre-determined for a set day of the week and month, to begin the review and decision making process.

COMMUNICATION

It seems that the flow of communication between the Wheeling Park District and the Wheeling Historical Society could be improved and that this could help insure that matters could be addressed as soon as they were voiced.

Memo regarding General Comments - In Summary (Continued)

In light of present recognition that a void does exist, it is felt that one way to improve communication would be to exchange official monthly Board reports.

Please refer to the January 28, 1981 letter to Society President Klocke regarding this topic.

The Society membership may wish to obtain a monthly report from the Wheeling Park District for review and discussion at their monthly meeting.

January 28, 1981

Mr. Edward Klocke
President
Wheeling Historical Society
245 E. Wayne
Wheeling, Il. 60090

Re: Monthly Report

Dear Mr. Klocke:

The Wheeling Park District Board of Park Commissioners, at the second regular meeting, the third Thursday of each month, reviews reports from the staff and on special topics or projects such as legislative, 4th of July etc.

It may be that the Wheeling Historical Society, through Curator Irmiter, would wish to submit to the Board of Park Commissioners a monthly report reflecting current activities, projects, concerns etc.

Please review this item with the Society Board and keep me informed as to any decision made in this regards.

Thank you for considering this idea.

Sincerely,


David F. Phillips
Superintendent of Parks & Recreation
Wheeling Park District

DFP/ph
cc: Board of Park Commissioners
C. Irmiter, Curator

PURPOSE
of the
WHEELING PARK DISTRICT
and the
WHEELING HISTORICAL SOCIETY

WHEELING PARK DISTRICT PURPOSE

PURPOSE FOR INCORPORATION

The Wheeling Park District is a special purpose unit of local government, the boundaries of which are not coterminous with the Village of Wheeling. The District also provides services to some individuals who are residents of the Wheeling Park District and reside in the City of Prospect Heights, the Village of Buffalo Grove and to individuals residing in unincorporated Lake County. It is governed by five elected Board of Park Commissioners who serve with ^{out} compensation.

The Park District operates under the Park District Code of the State of Illinois. The code permits park districts to assure permanence, to serve the entire community, to acquire land, to provide both capital and corporate financing and to supply the administrative, supervisory, and other personnel necessary to provide quality parks and recreation services.

The Board of Park Commissioners has the power to levy and collect taxes, to issue bonds, and spend money to acquire land, develop and maintain facilities, and establish recreation programs. The Board is completely independent of the village, school, and any other governmental unit. THE PRIMARY FUNCTION OF THE WHEELING PARK DISTRICT IS PARKS AND RECREATION.

The Wheeling Park District was formed in January of 1961 by voter authorization of the incorporation.

WHEELING HISTORICAL SOCIETY PURPOSE

The Wheeling Historical Society was formed after a public meeting was organized by the Wheeling Junior Women's Club and held on July 28, 1965. The meeting was called to "measure citizens interest in forming the Wheeling Historical Society". Due to the interest expressed at the public meeting, a steering committee was formed to develop a Constitution and Bylaws.

The expressed purpose of the Wheeling Historical Society was "to collect, preserve and disseminate information concerning the Wheeling area" (quotation taken from Wheeling Historical Society flyer dated August 26, 1967) and the "History of the Community of Wheeling" (quotation from organizational flyer).

TO: Wheeling Historical Society and Wheeling Park District Board of
Park Commissioners
FROM: David F. Phillips, Superintendent of Parks and Recreation
Wheeling Park District
RE: Affiliation Agreement
DATE: February 4, 1981

I. HISTORICAL BACKGROUND

1. On September 24, 1975, at a Society meeting, Glenn Bensen suggested that the Society contact the Park District in regards to affiliation "with some interest of expression towards the future of our carrying on with the Society alone." A committee was appointed to pursue affiliation.
2. On October 15, 1975, Society President Mueller wrote to the Wheeling Park District informing them that Glenn Bensen, Robert Buerger and President Mueller had been "appointed to inquire about the possibility of affiliating with the Wheeling Park District" and asking about an initial meeting to discuss "affiliation procedures".
3. On October 29, 1975, the Wheeling Historical Society representatives and the Wheeling Park District Board of Park Commissioners met to discuss possible affiliation.
 - A. Society advantages were set forth:
 - a. Society would be in a better position to preserve artifacts, written and oral history with Park District staff assistance.
 - b. Park District could provide leadership and coordination of activities through cooperative planning and goal setting.
 - c. Park District could assist in membership promotion and other public relations.
 - d. Park District could have Liaison members assist in coordination of activities.
 - e. Park District has ability to levy tax dollars.
 - B. Society desired to:
 - a. Elect own officers
 - b. Handle day to day operation of the museum.
 - c. Raise and spend money raised independently
4. On November 26, 1975, Park District Superintendent Phillips attended a Wheeling Historical Society meeting and discussed the proposed affiliation. He recapped the independent functioning of the Society (see 3b above).

The Society's minutes reflect that "items we own or loan would have to change in our By-Laws to coincide with ownership and loan of items."

After continued discussions, Irene Datillo moved "...to affiliate with the Wheeling Park District, subject to satisfactory clarification of mutual questions and subject to written approval by the Wheeling Park District and the Wheeling Historical Society's 2/3 membership present."

February 4, 1981
Affiliation Agreement

Dorothy Flentge seconded this motion which carried "by 2/3 of members present with one(1) naye and one (1) abstaining vote."

5. Wheeling Park District Board of Park Commissioners met December 4, 1975 and asked the Society on December 8, 1975 to provide
 - a. Inventory
 - b. Agreement with Village of Wheeling on museum
 - c. Cash balances
 - d. Copies of any existing contracts.
 - e. Society recommendation on Childerley buildings and grounds.
 - f. Any other suggestions, recommendations or stipulations.
6. Society compiled to December 8, 1975 request. Attached response dated January 10, 1976 regarding requests (e) and (f) is pertinent.
7. Various draft affiliation agreements developed beginning in April of 1976, circulated, revised, resubmitted, re-revised until agreement in final form was adopted.
 - a. Society amended and adopted the Affiliation Agreement on September 22, 1976. (Name changed from Director to Curator and added one member to the Liaison Board.)
 - b. Park District adopted the Affiliation Agreement on October 7, 1976 as amended by the Society. See attached Affiliation Agreement signed by the officers of the Society and the Park District.
8. In January and February of 1976, Society Curator Orlowski compiled the inventory and other data to be provided to the Wheeling Park District (See #5 of this section). The inventory was added as attachment A pursuant to Section 2 (c) of the Affiliation Agreement.
9. On May 15, 1980 members of the Society Board and the Park District Board met to review items on the museum, Affiliation Agreement, 80-81 Budget, Brat and Beer Fest and Childerley. Confusion existed about which Affiliation Agreement was in effect, due to the draft copies still in existence. The Society members present finally concurred that the October 7, 1976 agreement, duly signed and sealed was the one in effect.

Questions arose and discussion ensued on potential changes in the existing Affiliation Agreement.
10. Park District Superintendent Phillips on May 29, 1980 forwarded copies of the signed Affiliation Agreement to each member of the Board of Directors of the Wheeling Historical Society.
11. Park District Superintendent Phillips on May 29, 1980 forwarded the complete inventory provided by Curator Orlowski to Wheeling Historical Society President Klocke and Secretary Kavanagh.

3.

12. On October 22, 1980, Wheeling Historical Society member Roger Powers presented a series of questions to the Society which attempted to crystalize the concerns that had surfaced about the Affiliation Agreement and the financial aspects of the Wheeling Historical Society and Wheeling Park District relationship.

The questionnaire and the response are attached. Please note that the Financial Section of this packet includes a memorandum by Superintendent of Parks and Recreation Phillips, which was also included in the response.

II. FUTURE DIRECTION - Changes to the Affiliation Agreement

The Wheeling Park District and Wheeling Historical Society may wish to alter the original Affiliation Agreement to come into compliance with existing facts and to make any other changes felt desirable.

- OK 1. Change size and make up of Liaison Board from 5 to 6 members. 3 each
(Please refer to the Liaison Board section of this report), - Section 3 of the Affiliation Agreement.
- OK 2. Change the references of the fiscal year of the Wheeling Park District from 5/1-4/30 to 1/1 - 12/31 - Section 2A of the Affiliation Agreement.
3. Artifact ownership
- WHS a. Define who wishes to own the artifacts.
b. ~~Define who owns artifacts acquired after October 7, 1976.~~
- ① 4. Develop a termination clause in the Affiliation Agreement
a. If felt to be desirable by the Society, and/or the Park District, or by both parties.
5. Discuss and determine if any other additions, deletions or alterations are desired by the Society or the Park District.

Implied w/ NCOR - Compliance

Wheeling Historical Society

To comply with Park District requests # 5 & 6

- 1) To recommend the restoration of the chapel and log cabin located on the Childerly property, to be maintained as an Historical Site and to request the Historical Society be allowed to participate fully in the restoration of these two buildings.
- 2) To recommend that a sizable portion of the back building located on this property be used for historical educational facilities.
- 3) To request full participation by the Historical Society in review of any artifacts or materials on or in the Childerly property in order to help identify those things which may be of historical significance so to assure their preservation.
- 4) To request that the 'meadow' be preserved in its natural environmental state, broken only to the extent of installing walkways and plaques to identify individual or unique vegetation.
- 5) To recommend that the Park District and the Historical Society continue to support and encourage unrestricted cooperation between each and every community resource which is directed to the identification and preservation of landmarks, artifacts, documents, (or any other educational material of historical significance) in our township and community.

It is our sincerest wish that, in any event, both our organizations continue the past mutual enjoyment of the progressive climate of autonomy working in wholehearted unity for the benefit and enjoyment of the entire community. Recalling the fine cooperation you have given us in the past, we look forward to working with you on this rewarding community asset.

TO: Roger A. Powers, Member, Wheeling Historical Society
FROM: Edward Klocke, President, Wheeling Historical Society
RE: Cover Memo To The Response To Your Memorandum dated 10/22/80
DATE: October 28, 1980

At the Wheeling Historical Society Meeting of Wednesday, October 22, 1980, you presented a series of six questions which you felt should be clarified.

Due to the fact that I also serve as an elected Commissioner with the Wheeling Park District, I have been aware of efforts that the Park District has been taking to compile and analyze all relevant material relating to the Wheeling Historical Society/ Wheeling Park District relationship.

I believe that your questions also seek to place this relationship into perspective, determine objectively what has been done, what was agreed etc.

The Wheeling Park District Board of Park Commissioners on October 2nd, directed Superintendent of Parks and Recreation, David F. Phillips to compile all of this data. Sections of the final report will deal with the Affiliation Agreement, the Childerley Log Cabin and Chapel/Library, the Museum, finances, general information, Brat and Beer Fest, Lollipop Lane, Chamber Community Center and the Liaison Board.

Upon finalization of Superintendent Phillips' report, the Park Board will meet in Committee to review the report, and will then request a joint meeting between the Park Board, Society Board and the Society's general membership. Prior to this meeting, complete packets will be made available to any and all Society members who wish to pick up a copy.

Copies of your Memorandum and my response will be made a part of this packet in my effort to fully explore the issues/concerns/questions you and others do or may have.

I encourage you to review my response and Park Superintendent Phillips' memorandum on finances. If you have additional questions, please do not hesitate to address them at your earliest convenience so that they may be answered to the fullest extent possible.

Thank you for addressing your questions in this constructive manner.

October 22, 1980

Page One of Two

Page One of Two

In order to resolve some of the doubts and questions that may be on the minds of some members of the Wheeling Historical Society, I would like to raise the following questions of our current Officers and ask that the answers be provided for the benefit of the general membership as soon as possible. I realize, of course, that some of these questions are somewhat involved and I in no way expect any answers to come "right off the top of anyone's head" but I would appreciate having the answers soon so that many of the doubts can be set aside as soon as practical. This is not a private letter, and it may be shown to any interested members of the society. I have several extra copies and if anyone is interested, they are available as long as the supply lasts. Remember, this is not a quiz and not a series of questions designed to trap anyone or to elicit incorrect answers, merely a list of what I would personally like to know about our Society and its past. Any information that can be provided would be most appreciated, even if it takes time to get the answers.

- 1.0 An agreement has supposedly been entered into between the Historical Society (WHS) and the Wheeling Park District (WPD) whereby many of the duties and responsibilities of the parties are spelled out and whereby many of the duties and responsibilities of the WHS were taken over by the Park District. Since this agreement seems to be at the heart of some of the problems we are facing, certain questions come to mind:
 - 1.1 What was the date of the official, signed agreement? Society 9/22/76
Park District 10/7/76
 - 1.2 How long is the actual signed copy, three pages or four? 3
 - 1.3 Who signed for the Wheeling Historical Society and who signed for the Park District?

<u>Pres. Shirley Mueller</u>	<u>Pres. Hugh Wilson</u>
<u>WHS Sec. Dorothy Forke</u>	<u>WPD Sec. David F. Phillips</u>
 - 1.4 What date did the Membership as a whole ratify the action of the individuals who signed? 9/22/76
 - 1.5 Since this Agreement is very important, where does it appear in the minutes of the WHS? Yes, See attached Society Minutes of 9/22/76. When does the acceptance of the agreement appear in the Official Minutes of the WPD? 10/7/76 See attached Minutes Park District 10/7/76
- 2.0 According to what has been explained as an important part of this Agreement, certain possessions of the WHS were conveyed to the WPD. Did this include only the artifacts on hand when the agreement was signed, or to those on hand at that date AND all those artifacts acquired subsequently as well? See separate response.

3.0 In exchange for "turning over" title to many or all of the artifacts in the possession of the WHS, the WHS apparently gained an assurance that nothing could ever happen that would cause the WHS to lose certain artifacts that could be considered irreplaceable. While this is understandable, did this apply to the funds of the WHS as well? See separate response.

4.0 Many other questions could come up regarding the first three topics mentioned above, but I would prefer to address the remaining questions to the topic of finances and the mortgage we keep hearing about so we might "clear the air" as much as possible:

See Separate Response

4.1 When we hear of "our mortgage" or the "mortgage we owe on" the first question that comes to mind is What is Mortgaged? If it is the building itself, this seems strange since the Village of Wheeling donated the building (\$1.00) and paid for the move to the present site. So, what is mortgaged and why is there a mortgage? _____

4.2 How large, in dollars, is the mortgage now? _____

4.3 What was the date on the mortgage? _____

4.4 How many years does it run? _____ At what Interest Rate _____

4.5 How much is each monthly payment? _____ To Whom? _____
i.e. who has the mortgage? _____

4.6 Who signed for the WHS? _____

5.0 If this mortgage went for improvements in the building, and the building is owned by the Park District, then what % of the cost of the improvements is being paid by the district, since they will ultimately own the building? See Separate Response

See Separate Response

6.0 When the museum was "taken by the park district under the Agreement" there was allowed a Museum Tax under the Illinois Revised Statutes. How much tax was levied during each of the years shown below and, equally importantly, since the tax was "available" as a result of the museum's existence in part, then what part of these revenues came back to the Society to purchase artifacts etc. since the society is paying a portion of the mortgage, it would seem obvious that a % of the revenues gained from having the museum comes to the Society. The years in question are:

1978*	Tax Levied _____	Dollars Used in Museum _____
1979	Tax Levied _____	Dollars Used in Museum _____
1989	Tax Levied _____	Dollars Used in Museum _____

*Use "government year" instead of calendar year for conversions if you wish.

TO: Roger A. Powers, Member, Wheeling Historical Society
FROM: Edward Klocke, President, Wheeling Historical Society
RE: Response to 10/22/80 Questions
DATE: October 28, 1980

Attached, please find my response to your questions of October 22, 1980.

- 1.1-1.5 Please refer to the answers provided on your memorandum and the attached material verifying these answers.

Attached Material:

1. Copy of Wheeling Historical Society Minutes of September 22, 1976-
See page #2 where the Society approved the Affiliation Agreement
as amended.
2. Copy of Affiliation Agreement signed on September 22, 1976 by Society
President Mueller and Secretary Forke.
3. Copy of Minutes of Wheeling Park District, Board of Park Commissioners
meeting of October 7, 1976 - See page 2 and 3.
4. Copy of October 7, 1976 Affiliation Agreement signed by both the
Society and Park District.

QUESTION #2. "According to what has been explained as an important part of this Agreement, certain possessions of the WHS were conveyed to the WPD. Did this include only the artifacts on hand when the agreement was signed, or to those on hand at that date AND all those artifacts acquired subsequently as well? "

RESPONSE: Section 2(c) of the Affiliation Agreement states that the Society "will transfer title to Park District, those items of personal property set forth in Exhibit A attached hereto and made a part thereof."

No reference is made to artifacts to be acquired in the future.

The intent seems to be that all artifacts would be "owned" by the Wheeling Park District, but the present wording would imply that only those items listed as owned in Exhibit A were transferred to the Wheeling Park District.

This section should be amended to clarify who "owns" artifacts acquired after Exhibit A was compiled.

It is my feeling that one group, either the Society or the Park District, should hold title to all artifacts to prevent duplication of insurance coverage etc.

QUESTION #3. "In exchange for "turning over" title to many or all of the artifacts in the possession of the WHS, the WHS apparently gained an assurance that nothing could ever happen that would cause the WHS to lose certain artifacts that could be considered irreplaceable. While this is understandable, did this apply to the funds of the WHS as well?"

RESPONSE: No. Please see Section 2(a) of the Affiliation Agreement which states that the Society agrees "that it will continue to raise funds to assist in the payment of expenses of the Society and will prepare and submit for approval to Park District's Board of Park Commissioners, a budget for the Fiscal Year May 1 - April 30."

The Society and Park District concurred that funds raised by the Society would be maintained by and spent by the Society. Please refer to the attached report on Finances submitted to the Board of Park Commissioners by Park Superintendent Phillips.

QUESTION #4. "Many other questions could come up regarding the first three topics mentioned above, but I would prefer to address the remaining questions to the topic of finances and the mortgage we keep hearing about so we might "clear the air" as much as possible: , , , , ."

RESPONSE: Question #4 relates to specific questions about a legal mortgage on the museum. Differentiation must be made between a legal mortgage, such as one would have on one's home, and a debt incurred by a unit of local government when expenditures exceed existing revenues.

This debt has created a negative fund balance in the Historical Fund. The Museum renovation project, is primarily funded with tax dollars. As there was not enough revenue in the Historical Fund of the Wheeling Park District to meet and/or exceed this amount of expenditure, a negative Fund Balance was created which is being gradually reduced as additional tax funds are received.

This negative Fund Balance, in the Historical Fund of the Wheeling Park District, as of September 30, 1980 is (\$19,724.99).

Questions 4.1 -4.6 relate to a legal mortgage and are not applicable.

QUESTION #5. "If this mortgage went for improvements in the building, and the building is owned by the Park District, than what percent of the cost of the improvements is being paid by the district, since they will ultimately own the building?"

RESPONSE: Most of the Capital expenditures in the Museum renovation project were paid by the Wheeling Park District. The only non-tax revenue generated in the project were:

1. Funds raised by the Society and expended by the Museum Committee appointed by the President of the Society. These Society expenditures were for carpeting, curtains, shades and other such items.
2. In Park District Fiscal Years 1980-81, 1981-82, 1982-83, a commitment has been made to allocate 60% of the Brat and Beer Fests net proceeds to debt reduction.

QUESTION #6a "How much tax has been levied?"

RESPONSE: Please refer to the attached Historical Fund Budget report from Park District Superintendent Phillips.

QUESTION 6b. "Since the tax was "available" as a result of the Museum's existance in part, then what part of these revenues came back to the Society to purchase artifacts etc?"

RESPONSE: Please refer to the attached Park District's Historical Fund Budget report by Superintendent Phillips.

In summary, the Park District has sought to re-establish a positive fund balance by minimizing expenses except those generated in renovation and basic operation of the Museum.

No tax funds have been allocated to the purchase of artifacts.

Please review the Society's three budgets (74-75, 75-76, and proposed 1976-77) for an analysis of the level of funds allocated to artifact acquisition;

I find no direct reference to this item. Please also note that the Park District in Fiscal Years 1979-80 and 1980-81 allocated 25% and subsequently 40% of the Brat and Beer Fest's net proceeds to the purchase of artifacts.

To date no recommendations have come forth from the Society, or individuals in the Society on how these funds should be allocated, what should be acquired, what artifacts are needed in the museum.

It was felt in 1976, that by elimination of fixed expenditures (utilities, ins, etc) that additional Society resources could be allocated to the upgrading of the aspects of the museum operation that were a Society priority. Due to our dropping the Brat and Beer Fest, these net funds have not been directly available to the Society.

RECOMMENDATION: It is felt that the Society should indicate an artifact acquisition program which would fill existing voids, round out displays, etc,

QUESTION #6c. "Since the Society is paying a portion of the mortgage, it would seem obvious that a percent of the revenues gained from having the museum comes to the Society."

NOTE: While this is more of a statement than a question, it is felt that a response is necessary.

RESPONSE:

It has been pointed out that there is no legal mortgage, but a debt incurred with the moving and renovation of the museum. It has also been pointed out that the Society contributed funds for specific projects (carpet, curtains, shades etc).

The Society has not, nor does it presently, "pay" to offset this debt.

The Park District maintains a separate Historical Fund, as required by law, and pursuant to normal audit guidelines to specifically delineate Historical Revenue sources and expenditure accounts. Speaking as a Park District Commissioner, this cannot and will not be abdicated.

The Society should and will continue to seek increased input in the annual budget of the Park District's Historical Fund, as defined in the Affiliation Agreement.

AFFILIATION
AGREEMENT

The Wheeling Historical Society Meeting
September 24, 1975
Chamber Park Church

The meeting was called to order at (8 P.M.) by the President; Surely Mueller with (13) members present.

The minutes of the previous last May 24th night of Dinner Installation of Officers and brief meeting were approved of as read.

The Treasurer's report by Clifford Foerster as follows:

Cost of 4th of July float	\$ 211.72	
Dues received to date	107.00	\$ 107.00
Donations from Wheeling Woman' Club		50.00
Donation from Din-a-ling Club		24.00
Taken in Aug 3rd Beer 'N Brat Fest		6800.00
Paid out expense	5742.67	
Rebate		67.42
Earned at Beer 'N Brat Fest		1k 29.4k
In checking account		2012.05
In Savings		1075.38

Less than last year benefits and not many in attendance as other years.

Dorothy Flentge made a Motion to accept the Treasurer's report as read. Bob Buerger seconded this Motion which Carried unanimously.

Shirley Mueller announced she has tickets at (\$1.50) each for the coming Box Social and Dance we are planning to hold this Saturday night in with The Wheeling Woman's Club on October 5th at the Wheeling Amvet Hall. She said she had a phone call from Surely Koeppen who said that the Woman's Club members are busy making place mats and they are volunteering any help we need.

Bob Buerger announced that Wheeling Chamber of Commerce and other organizations are planning as Wheeling's Bi-centennial (200th Anniversary Celebration) a large parade next year/with participants such as; The Wheeling High School Band; The Medinah Shrine entertainers and the Knight Templars and this large parade will last three hours and extend from one end of Town to the outskirts. That also a carnival and other entertainment with Booths, etc are being planned to make this as one of The Greatest Celebrations for the Community of Wheeling. That young citizens and older to are welcome to join to help and share in this Big Planned coming Event.

Shirley Mueller announced that the coming annual Lolli-pop-Lane Festival will be held this year beginning December 12th and that the evening of December 1st is nite for decorating the Church. That the Madrigal Singers will perform and that a W ssil Bowl is planned and mostly like the previous ones before. Members should try to help!

Walter Diens made a Motion to have a letter of appreciation sent to Agnes Becker for her hospitality in aiding us during the time of our Brat 'N Beer Fest with utilities of Water and Electricity. That a (\$25.00) check be included. Bob Buerger seconded this Motion which Carried unanimously.

Glen Benson approached the meeting with some interest of expression towards the future of our carrying on with the Society alone. He suggested we contact the Wheeling Park District for affiliation.

Dorothy Flentge made a Motion to have a committee appointed to contact The Park District for this affiliation. Ethel Wieder seconded this Motion which Carried.

The appointments of members by oral naming are:

- Glen Benson
- Bob Buerger
- Shirley Mueller
- Marshall Balling

Correspondence:

A letter of Thanks from Jeannie Bruhn of the Art League for the courtsey and aid of our Society.

A letter from Lorraine Lark thanking us for the flowers during her

The Wheeling Historical Society Meeting
Wednesday Evening October 22, 1975
Chamber Park Church

The regular stated meeting of The Wheeling Historical Society was called to order at (8 P.M.) by the President; Shirley Mueller with (11) members present.

The minutes of the previous September meeting were read and approved of by corrections of Wassil Boel being planned and in conjunction with The Wheeling Woman's Club and a Motion made by Bob Buerger, and seconded by Katherine Buerger to accept as read. The Motion Carried.

The Treasurer's report by Clifford Foerster was as follows:

In savings account	\$1,575.38
" checking "	2,012.25

Bills:

Service Tele	\$ 11.50	
Corn from Didier for Beer 'N Brat	240.00	
Park District for Drapes	490.25	
Box Socieal over		17.85

Bob Buerger made a Motion to accept the Treasurer's report and to have the Treasurer pay the regular contracted bills as they are due. Dorothy Flentge seconded this Motion which Carried.

CorrP

A letter from Illinois State Historical Congress telling of their annual meeting this coming November 14 & 15th at Springfield.

A letter from Omni-House Yourth Services Bureau with an invitation to their third annual Dinner to be held at the Chevy Chase Country Club this coming November 7, 1975 at (6:30 P.M.) asking our participation in this worthy cause to help the Youth in our Community and telling us this worthy cause to help the Youth in our Communities it serves for it's survival and growth. Tickets for the Benefit are (\$15.00) per couple.

A letter announcing the Lake County Historical Craft demonstration on November 18 & 19th.

Announcement of a New Bahai Assembly in Wheeling.

One copy of Arlington Heights Dunton Post.

Post Business:

Shirley Mueller announced that she, Glen Benson and Bob Buerger met and sent a letter To The Wheeling Park District asking for a meeting this Wednesday and have on paper o present all the requirements; such as having our our own membership independent of Park of Park District and money earned by our Society to go to projects we promoted such as Childerly interest of which we cannot come up with all the money. Explaining that our affiliation with them would help to preserve the History of the Village of Wheeling, with The Park District's financial aid.

The President asked all to think about a Theme for our Float for the coming Bi-centennial Parade for next Sunday June 30th and perhaps to depict something of The Past; Present and Future.

Shirly also said that the past Box Socieal benefit was not too attentive and that we rather ran in the hole financially; but that those who came enjoyed themselves.

Glen Benson mentioned that the Window sashes on the Museum were not so good and he will look into estimates.

The President announced that December 1st on Monday will be the night to decorate for Lolli-pop-Lane and that replacements for decorations will be needed as well as home made cookies. That three Samt Clauses will be on hand at different times and the affair will start on Sunday December 7th with a Mr & Mrs Santa Clause entrance into the Park District Church building.

(over)

TO: Board of Commissioners, Wheeling Park District
FROM: David F. Phillips, Superintendent of Parks & Recreation
RE: Historical Society Affiliation
DATE: November 4, 1975

A meeting was held with the representatives of the Wheeling Historical Society at 7:30 p.m. on Wednesday, October 29th, to discuss the October 15th letter to the Park Board from the Society concerning possible affiliation.

I. The Historical Society stated that some of the advantages of affiliation would be as listed below.

1. The Society would be in a better position to preserve the historical artifacts and written or oral history of the community with Park District staff assistance.
2. The Park District could provide leadership and coordination of activities through cooperative planning for short, medium and long range goals.
3. The Park District could assist in membership promotion for the Society and in other public relations activities.
4. The Park District could, (as the Batavia Park District has done in their affiliation) with the Batavia Historical Society, have liaison member(s) (Commissioners or staff) assist in coordination of activities.
5. The Park District has the ability to levy a museum tax for maintenance and improvements in the amount of .015 (Park District Code, Section 3-27) without referendum. The Park District could, if desired, levy this tax in September of 1976 and have the funds available for Fiscal Year 1977-1978. At our present assessed valuation, this would generate approximately \$15,000 per year.

II. The Society would like to be able to:

- a. Elect their officers.
- b. Handle day-to-day operation.
- c. Expend funds independently raised for operational expenses.
(Examples) Brat & Beer, Lollipop Lane etc.)

BACK P. 1
AFFIDAVIT FOR
AGREEMENT

The Wheeling Historical Society Meeting
Wednesday Evening November 26, 1975
Chamber Park Church

The meeting was called to order by President, Shirley Mueller with (14) members present at (8 P.M.).

The minutes of the previous meeting were read and approved of as read.

The Treasurer reported in checking account \$1230.19
Savings 1576.38

Bills:

Telephone	\$	11.57
Nat Gas		14.57
Didier for Corn		207.00
Park Dis Drapes		208.00
complete price of drapes		490.25

Correspondence:

A letter from a print shop in Dixon, Illinois telling us of a New Work for printing and publishing a Historical Yearbook that would probably interest our Society to sell for fund raising.

A letter from Des Plaines Historical Society with announcement of their coming Seminar on The care and handling of Paper objects such as documents, etc., on the evening of December 11, 1975.

Paddock Publications with a note and enclosed copies of their coming Seminar of Bi-centennial Edition which was published Saturday November 1, 1975.

A letter from Mound City Civic and Historical Association, Inc. telling of having the Nay Hospital building there identified as a National Historic Site and placed on the National Register of Historical Sites in The United States on September 25, 1974. They enclosed a Resolution which was read for our inspection and asking for our endorsement by our organization. After which Dr. Taylor made a Motion to register our approval to stand behind their objection. Bob Buerger seconded this Motion which carried unanimously.

The President announced that she met with Clifford Foorster to make out the proposed budget for next year and she distributed copies to all present.

Bob Buerger made a Motion to postpone the Tabling of this Budget until next meeting of January (1976). Glen Benson seconded this Motion which carried unanimously.

Shirley Mueller announced the nites of December 1st, 2nd, 3rd for decorating the Church for Lolli-pop-Lane. That January of the Park District Office will take care of our publicity for this. That Sam Dattilo will take care of the Sled and Horse for Santa's entrance on Sunday December 7th at (1:30 P.M.) the beginning of Lolli-Pop-Lane affair and start from the Village Mall and proceed down Dundee Road to North Wolf Chamber Park Church. The evening hours are from (6:30 to 8:30 P.M.). That home made cookies are needed. Glen Benson will take care of the Photographers and The Wassil bowl by The Woman's Club following with the Auction on the nite of December 12th.

The President mentioned about our taking part in The Bi-centennial Celebration planned by The Wheeling Chamber of Commerce and other organizations of the Village next June 20th and doing something to bring out the past History of the Village of Wheeling and Community.

Bob Buerger spoke on the Theme of the event; something like the Old Time Carnivals that Wheeling had years ago and dwell on the past History for our Float in the Parade of which The Medinah Shriners have pledged to take part in; and also The Wheeling High School Band and The Knights of Columbus and the Masonic Lodge which is the Parent Lodge in Northern Illinois. This Masonic Lodge is the Oldest organization of The Wheeling Area. That this June 20th being on Father's Day, the theme could evolve around George and Martha Washington and perhaps have a Martha and George Contest.

Marshall Balling made a Motion to set up a Booth for the Wheeling Historical Society's Bi-Centennial July 4th Celebration with Dr. Taylor, Ass't chairman on the Committee. Bob Buerger seconded this Motion with the addition of having Marshall Balling our Historian as the Society's Bi-Centennial chairman for this (over)

Event:

Dave Phillips; President of the Wheeling Park District was present to explain and discuss our proposed affiliation with The Wheeling Park District. He said that artifacts, documents; etc., could be preserved by having a Curator planning to look ahead and that the Park District have a liaison member commission on staff. That State Law permits Park Districts to Levy a tax of up to (\$1.05) per (\$100.00) valuation without referendum. That we can elect our own Officers and handle our own money from the benefits. Administer our own fund raising. That items we own or loan would have to change our By-Laws to coincide with ownership and loan of items.

After his explanations and our discussion with him. Irene Dattilo made a Motion to affiliate with The Wheeling Park District; subject to satisfactory clarification of Mutual questions and subjects to written approval by The Wheeling Park District and The Wheeling Historical Society's 2/3 membership present. Dorothy Flentge seconded this Motion. The Motion carried by 2/3 of members present. With 1 Naye and (1) abstaining vote.

Bob Buerger made a Motion to adjourn. Sam Dattilo seconded this Motion and Motion Carried to adjourn at (10:45 P.M.).

Ethel Wieder served her home made cake and made coffee.

Cathy Burke
secretary

TO: Meeting Participants of the Joint Board Meeting of the Wheeling Historical Society and Wheeling Park District
FROM: Dave Phillips, Superintendent of Parks & Recreation, Wheeling Park District
RE: Combined Board's Meeting- Wheeling Historical Society & Wheeling Park District
DATE: May 19, 1980

MEETING DATA:

Date: May 15, 1980
Time: 6:30 p.m.-8:15 p.m.
Location: Chevy Chase Club House
 Wayside Room

BOARD MEMBERS

MEETING PARTICIPANTS: (* Members both Boards)

<u>WHS</u>	<u>WPD</u>
Sam Dattilo	Shirley Mueller* Pres.
Don Lark	Lorraine Lark
Bob Buerger.Pres.	Glenn Meier Vice Pres.
John Koeppen	Frank Schnaitamnn
Jean Kavanaugh-Sec.	Ed Klocke *

NOTE: Written notes were taken by this writer, and are presented to reflect the intent and direction of the discussion. These are not, nor are they intended to be official minutes. Any participant with notes or recollection different than that presented below, is asked to call me to review any and all areas of differences so that these notes may accurately reflect the discussion. Any and all modification of these notes will be circulated.

The meeting was called to order by Lorraine E.Lark, Wheeling Park District, Co-Chairperson of the Building and Grounds Committee who had called the meeting to discuss:

1. Museum

- a. Key availability
- b. Building Supervision and Maintenance
- **c. Usage Logged

2. 1976 Affiliation Agreement

- a. Artifact Ownership
- b. Staffing
- c. Membership to the Liaison Board.

3. 1980-81 Budget

*4. Beer and Brat Fest

*5. Childerley

*Added discussion.

1. MUSEUM

- a. Key Availability- The Society Board requested that a key to the museum be provided to Marshall Balling, Historian. They felt that his tour's and historical work would be affected by a lack of direct accessability to the museum.

The Park Board reviewed the Park District's policy of limiting keys to Park District facilities that they have no keys and don't want any.

If something happens to a facility, the people with keys are looked to, to provide justification. The Liaison Board reviewed this matter and placed trust in Sam Dattilo with a key, which the Park Board ratified.

After much discussion, the Park Board members present agreed (with F. Schnaitmann dissenting) to have a key to the museum and to the alarm made available to Marshall Balling for his own personal usage*. The keys would not be for any other person's usage but Marshall's and if the keys were found to be given out, they would have to be returned.

The Society Board members present agreed. Any individuals wishing access to the museum were to contact Sam Datillo who would either personally open and close the museum, or check the museum after the individuals returned the keys.

*This action was confirmed at the Regular Meeting of the Board of Park Commissioners which was held immediately after the Joint Meeting.

b. Building Supervision and Maintenance

Sam Dattilo and John Piazza (Wheeling Park District Director of Parks) were directed to meet and work out a schedule and assignment of tasks that was acceptable.

Dave Phillips requested that this be in writing and be approved as to content by both Boards. This was agreed.

c. Museum Usage Log

This item was suggested by Dave Phillips to ascertain on a monthly basis who was using the museum, when and for what.

Director of Parks John Piazza was asked to develop a form to be posted in the office which would be tabulated monthly and distributed to both Boards.

2. 1976 AFFILIATION AGREEMENT

- a. Confusion as to which agreement was in force was evident as several draft copies of the agreement were in the files of the Society.

After much discussion it was recognized by the Society that the signed Oct. 7, 1976 Agreement was the agreement in force.

1. Dave Phillips was directed to make copies of the agreement and distribute to the Society Board.
2. Bob Buerger was asked to provide a mailing list of Society Board members to Dave Phillips to accomplish #1 above.
3. Dave Phillips was directed to send a copy of Attachment "A" to Society President Buerger.

b. Staffing

The Park Board was made aware that Chris Irmiter was now the Society's Curator.

Staffing was further discussion under 80-81 budget. Please refer to that section of the notes (Item 3.)

c. Liaison Board Membership

Confusion existed on whether Liaison Board membership was officially five (2 Society- 2 Park District and 1 Citizen at Large) or seven (3-3-1). The October 7, 1976 Agreement showed five. Previous action by the Liaison Board and Wheeling Park District Board was discussed which changed the membership from five to seven.

Park Commissioner Ed Klocke (also President Elect of the Society) suggested an addendum to the 10/7/76 agreement to reflect this change.

Subsequent research has confirmed Liaison Board and Wheeling Park District Board of Park Commissioners action to expand the number of Liaison Board members from 5 to 7. See attached pertinent portions of:

- 1) Liaison Board Minutes of 2/16/77
- 2) Wheeling Park District Minutes of 2/17/77

Wheeling Historical Society President Buerger and/or Secretary Kavanaugh were asked to review Society records and indicate if formal action had ever been taken by the Society. If not, formal action was to be taken and confirmation of such action was to be provided to the Liaison Board and Wheeling Park District.

Dave Phillips volunteered to prepare an addendum to the Agreement to officially reflect the expanded membership of the Liaison Board upon confirmation of official action by the Society.

3. 1980-81 Budget

Park District Commissioner Lark reiterated that the 1976 Agreement stipulated that the Society was to provide suggestions to the Wheeling Park District to be considered by the District in budget preparation of the Museum Fund. This had not been received and the Society was requested to comply and provide the information to Dave Phillips within two weeks. Dave Phillips requested 2 years of requests listed in priorities. Shirley Mueller reviewed the file cabinet purchased by the Society which is to be placed in the museum.

4. Brat and Beer Fest

The Park and Society Board's discussed the motion made by the Society in May of 1979 to discontinue sponsoring the Brat and Beer Fest.

- a. It was agreed that the Wheeling Park District would continue to sponsor the Brat and Beer Fest.
- b. It was agreed that the Park Board would be amenable to "renegotiating" the percentage of net proceeds allocated for Historical purposes with the Liaison Board, contingent on 4c. below:
- c. The Society Board was asked to present to the membership of the Society a motion endorsing and actively supporting the Brat and Beer Fest.

5. Childerley

- a. General Comments- Park Commissioner Lark discussed comments heard that one or more Society members were not pleased with the usage concept of

of the Park lands and buildings at Childerley. She reviewed the Park Boards action (See attached portion of the Wheeling Park District minutes of March 6, 1980) which confirmed action taken by the Liaison Board on March 5, 1980 (See attached Liaison Board minutes) in regards to the Library, chapel and 1st Little House.

Jean Kavanaugh volunteered that she had felt the park and buildings usage was "field House" orientated but appeared satisfied with the Park Boards action in further discussion and explanation.

b. Chapel Paint

Society Board member John Koeppen volunteered to provide paint for the chapel if Director of Parks Piazza provided the approximate square footage to determine the amount of paint used.

c. Society's Childerley Committee-

The Park District requested information from the Childerley Committee on the dollars available for Childerley and a list of projects and priorities on how they would like the dollars used, similar to the format utilized by the Society's Museum Committee.

d. Adopt a Tree

This new program was reviewed and Dave Phillips informed the Society that the names of persons interested in the program were being accumulated and that they would be "billed". Director of Parks Piazza will grid the orchard to accurately reflect tree locations and types.

With no further business to discuss, the meeting was adjourned at or about 8:15 p.m.

TO: Wheeling Historical Society and Wheeling Park District
Board of Park Commissioners
FROM: David F. Phillips, Superintendent of Parks & Recreation
Wheeling Park District
RE: Finances- Historical Fund
DATE: February 4, 1981

LEGAL AUTHORITY TO LEVY

The Wheeling Park District has levied the Historical Tax since 1976, at the rate maximum of .015 percent of the equalized assessed value (1.5¢/\$100 EAV) pursuant to paragraph 326 and 327 of Chapter 105, (The Park District Code) of the Illinois Revised Statutes. Please refer to the verbatim reproduction of paragraph 326 and 327, attached,

SOCIETY IMPUT ON WHEELING PARK DISTRICT BUDGET

Pursuant to the October 7, 1976 Affiliation Agreement (Section 2 (A)), the Society agreed to "prepare and submit for approval to Park District's Board of Park Commissioners a budget for the Fiscal Year May 1- April 30".

While the Affiliation Agreement will undoubtedly be amended to reflect the Wheeling Park District's new calendar Fiscal Year of January 1- December 31, the intent remains that the Wheeling Park District and Wheeling Historical Society sought in 1975-1976 to develop a procedure that would insure that imput from the historical specialists (the Society) would be provided to the staff and ultimately the Board of Park Commissioners of the Wheeling Park District.

To date the fiscal resource allocation recommendations have not been generated from the Society.

The Wheeling Park District on May 14, 1979 forwarded to Society President Buerger, a complete summary of all funds generated and spent in the Historical Fund during 1976-77, 1977-78, 1978-79. The 1979-80 pending budget and 1980-81 proposed budget were also submitted.

The May 15, 1980 meeting with the Wheeling Park District Board of Park Commissioners and Society Board of Directors reviewed the pending 1980-81 budget. The notes of this meeting, distributed to the Society Board and Park Board reflect that:

"Park District Commissioner Lark reiterated that the 1976 Agreement stipulated that the Society was to provide suggestions to the Wheeling Park District to be considered by the District in budget preparation of the Museum Fund. This had not been received and the Society was requested to comply and provide the information to Dave Phillips within two weeks. Dave Phillips requested 2 years of requests listed in priorities. Shirley Mueller reviewed the file cabinet purchased by the Society which is to be placed in the museum."

No imput was received by the Society in response to the 1979 letter, or the 1980 meeting.

SOCIETY MEMBER'S QUESTIONS

On October 22, 1980 Society member Roger Powers presented a questionnaire to the Society which included some fiscal related topics (see Affiliation Agreement Section).

Finances-Historical Fund

2.

Superintendent Phillips' memorandum to the Board of Park Commissioners of October 27,1980 (attached) was provided to Mr. Powers in Mr. Klocke's response.

PAST,PRESENT,FUTURE - CASH BALANCE SUMMARY

An overview of the ending cash balances in the Historic Fund is appropriate. Please note that the overlapping calendar years reflect the prior May 1-April 30th Fiscal Year.

<u>FISCAL YEAR</u>	<u>STATUS</u>	<u>YEAR ENDING CASH BALANCE</u>
1976-77	Actual	\$ 5,710.89
1977-78	Actual	19,448.86
1978-79	Actual	22,877.28
1979-80	Actual	(20,858.85)
Dec. 31,1980	Actual	(11,308.89)
1981	Budgeted	16,348.61
1982	Projected Budget	46,825.61

1981 BUDGET

Attached you shall find the fiscal information included in the Wheeling Park District's 1981 Budget.

Please note that no allocations have been made except for the essential services.

It is hoped that as a result of the upcoming meetings and discussions, that the Society will come forward with specific proposals for 1981, and plans for 1982 which could then be considered by the staff and the Board of Park Commissioners of the Wheeling Park District, whereby the '81 budget could be amended to allocate the limited but available resources.

BUDGET PURPOSE

The Wheeling Park District utilizes the budget as an implementation tool for the identified and prioritized objectives of each fund.

The priorities of the Society membership and Board of Directors should be analyzed and reviewed with the Park District's Board of Park Commissioners.

These priorities may (or may not) include:

1. Salary for part-time or full time Curator/Director.
2. Childerley Log Cabin restoration.
3. Consultant research on historical significance of existing buildings owed by the Wheeling Park District, or present in the community for the purpose of including them on the State and National Register.
4. Grant applications based on determination of historical significance.
5. Artifact purchase/lease to expand display potential.

SUGGESTED FUTURE DIRECTION

1. Have the Society and the Park District appoint a Joint Committee (or authorize the Liaison Board), to define short, medium, and long goals, objectives of the Society.
2. Prioritize the objectives, define action steps and establish a time table to accomplish the action steps.
3. Define the costs of each action step and each objective to determine feasibility.
4. Report back to the Society's Board and the Park District's Board of Park Commissioners at the conclusion of the development of the multiple year Historical Master Plan.
5. Have each Board approve the multiple year Historical Master Plan.
6. Have the Board of Park Commissioners include the costs to accomplish the action steps and objectives in the current and future budgets.
7. Have the Joint Committee, or the Liaison Board monitor the Master Plan implementation to insure it's use as a planning tool.

3. MUSEUMS, AQUARIUMS IN PUBLIC PARKS

(Par. 326, 327, c. 105, Ill. Rev. Stat.)

Par. 326. Erection and use of aquariums and museums in parks

§ 1. The corporate authorities of cities and park districts having the control or supervision of any public park or parks, are hereby authorized to purchase, erect and maintain within any public park or parks under the control or supervision of such corporate authorities, edifices to be used as aquariums or as museums of art, industry, science or natural or other history, or to permit the directors or trustees of any corporation or society organized for the construction or maintenance and operation of an aquarium or museum as hereinabove described to erect, enlarge, ornament, build, rebuild, rehabilitate, improve, maintain and operate its aquarium or museum or museums within any public park now or hereafter under the control or supervision of any city or park district, and to contract with any such directors or trustees of any such aquarium, museum or museums relative to the erection, enlargement, ornamentation, building, rebuilding, rehabilitation, improvement, maintenance and operation thereof. Any city or park district may charge, or permit such an aquarium or museum to charge, an admission fee: Provided, that any such aquarium or museum shall be open to the public without charge for at least one day each week, and, when accompanied by a teacher, to the children in actual attendance upon grades kindergarten through twelve in any of the schools in this State at all times. Notwithstanding said proviso, charges may be made at any time for special services and for admission to special facilities within any aquarium or museum for the education, entertainment or convenience of visitors. The proceeds of such admission fees and charges for special services and special facilities shall be devoted exclusively to the purposes for which the tax authorized by Section 2 hereof may be used. If any owner or owners of any lands or lots abutting or fronting on any such public park, or adjacent thereto, have any private right, easement, interest or property in such public park appurtenant to their lands or lots or otherwise, which would be interfered with by the erection and maintenance of any aquarium or museum as hereinbefore provided, or any right to have such public park remain open or vacant and free from buildings, the corporate authorities of the city or park district having control of such park, may condemn the same in the manner prescribed in an Act of the General Assembly entitled, "An Act to provide for the exercise of the right of eminent domain," approved April 10, 1872, as now or hereafter amended. (Amended by P.A. 77-623, § 1, eff. Aug. 4, 1971.)

Par. 327. Maintenance tax—Limitations—Levy and collection

§ 2. Maintenance tax—Limitations—Levy and collection. Each board of park commissioners, having control of a public park or parks within which there shall be maintained any aquarium or any museum or museums of art, industry, science or natural or other history under the provisions of this Act, is hereby authorized, subject to the provisions of Section 4 of this Act to levy annually a tax not to exceed .015 percent in park districts of less than 500,000 population and in districts of over 500,000 population not to exceed .09 percent of the full, fair cash value, as equalized or assessed by the Department of Revenue of taxable property embraced in said district, according to the valuation of the same as made for the purpose of State and county taxation by the general assessment last preceding the time when such tax hereby authorized shall be levied: Such tax to be for the purpose of establishing, acquiring, completing, erecting, enlarging, ornamenting, building, rebuilding, rehabilitating, improving, operating, maintaining and caring for such aquarium and museum or museums and the buildings and grounds thereof; and the proceeds of such additional tax shall be kept as a separate fund. Said tax shall be in addition to all other taxes which such board of park commissioners is now or hereafter may be authorized to levy on the aggregate valuation of all taxable property within the park district. Said tax shall be levied and collected in like manner as the general taxes for such parks and shall not be included within any limitation of rate for general park purposes as now or hereafter provided by law but shall be excluded therefrom and be in addition thereto and in excess thereof. Provided, further, that the foregoing limitations upon tax rates, insofar as they are applicable to park districts of less than 500,000 population, may be further increased or decreased according to the referendum provisions of the General Revenue Law of Illinois. (Amended by Public Act No. 81-1509, eff. Sept. 26, 1980.)

**WHEELING PARK DISTRICT
REVENUE DETAIL SUMMARY SHEET**

FUND HISTORICAL

SOURCE #		ACTUAL REVENUE 1979	ACTUAL REVENUE 1980	BUDGETED REVENUE 1981	PROJECTED BUDGETED REVENUE 1982
	HISTORICAL FUND REV.-1100's				
	Property Taxes-Cook County	22,864.12	25,030.55	32,457.00	35,703.00
	Property Taxes -Lake County	-	476.42	554.00	609.00
	Sub Total Taxes	22,864.12	25,506.97	33,011.00	36,312.00
	Adopt -A-Tree	-	276.00	250.00	250.00
	Donation- Society-Museum	-	544.00	-	-
	Donation-Society/Childerley	-	19.00	-	-
	Sub Total Donations		839.00	250.00	250.00
	Brat & Beer Fest	9,796.17	11,525.90	12,000.00	12,500.00
	Sub Total Other Revenue	9,796.17	11,525.90	12,000.00	12,500.00
	GRAND TOTAL HISTORICAL REV 1100	32,660.29	37,871.87	45,261.00	49,062.00

PAGES R-9 & R-10
OF THE WHEELING PARK DISTRICT 1981 BUDGET

**WHEELING PARK DISTRICT
EXPENDITURE DETAIL SUMMARY**

FUND HISTORICAL

	ACTUAL EXPENDITURES 1979	ACTUAL EXPENDITURES 1980	BUDGETED EXPENDITURES 1981	PROJECTED BUDGETED EXP. 1982
HISTORICAL FUND (1100)				
1100 Salaries/Fees	-	-	-	-
1100.01 Operational	-	-	-	-
1100.02 Administrative	-	-	-	-
1100.03 Support Services	-	-	-	-
1100.04 Legal/Consultant Fees	-	-	-	-
1100.05 Custodial/Maintenance	-	4,500.00	2,500.00	2,500.00
Sub Total Salaries/Fees (1100's)	-	4,500.00	2,500.00	2,500.00
Utilities (1110)				
1110.01 Gas	-	1,365.72	1,750.00	1,900.00
1110.02 Telephone	84.31	561.40	600.00	650.00
1110.03 Water/Sewer	-	46.00	46.00	55.00
1110.04 Electricity	-	194.04	240.00	280.00
Sub Total Utilities (1110's)	84.31	2,167.16	2,636.00	2,885.00
General Office Expense (1120)				
1120.01 Postage	-	-	-	-
1120.02 Printing	-	-	-	-

**WHEELING PARK DISTRICT
EXPENDITURE DETAIL SUMMARY**

FUND HISTORICAL

	ACTUAL EXPENDITURES 1979	ACTUAL EXPENDITURES 1980	BUDGETED EXPENDITURES 1981	PROJECTED BUDGETED EXP. 1982
1120.03 Supplies	-	-	-	-
1120.04 Insurance -All Risk	113.00	1,166.00	2,000.00	2,200.00
1120.05 Contingency	-	-	-	-
1120.06 Repair of Equipment	-	-	-	-
1120.07 Purchase of Office Equipment	-	-	-	-
1120.08 Publications/Periodicals	-	-	-	-
Sub Total General Office Expense (1120's)	113.00	1,166.00	2,000.00	2,200.00
Museum Maintenance Improvements (1130)				
1130.01 Purchase of Artifacts	-	-	-	-
1130.02 Purchase Equipment	79.90	212.11	-	-
1130.03 Purchase of Supplies	-	-	-	-
1130.04 Purchase of Chamber Center	2,714.40	2,714.40	-	-
1130.05 Museum Improvements	52,045.26	13,509.93	-	-
Sub Total Museum Main/Improvements(1130)	54,839.56	16,436.44	-	-
Special Projects (1131)				
1131.01 Brat & Beer Fest	-	9,098.98	10,000.00	11,000.00

WHEELING PARK DISTRICT
EXPENDITURE DETAIL SUMMARY

FUND HISTORICAL FUND

	ACTUAL EXPENDITURES 1979	ACTUAL EXPENDITURES 1980	BUDGETED EXPENDITURES 1981	PROJECTED BUDGETED EXP. 1982
Childerley Historical Buildings				
1132.01 Chapel/Library	-	3,568.63	467.50	-
1132.02 Log Cabin	-	28.00	-	-
Sub Total Childerley Hist. Bldgs. (1132)	-	3,596.63	467.50	-
Society Bldg/Grounds Improvements (1233)				
1133.01 Museum	-	-	-	-
1133.02 Childerley	-	100.74	-	-
Sub Total Society Bldg/Ground Improv.	-	100.74	-	-
TOTAL HISTORICAL FUND (1100's)	55,036.87	37,065.95	17,603.50	18,585.00

PAGES E-25 & E-26 OF WHEELING PARK DISTRICT 1981 BUDGET

TO: Board of Park Commissioners, Wheeling Park District
FROM: David F. Phillips, Superintendent of Parks & Recreation
RE: Historical Budget, Past, Present and Future
DATE: October 27, 1980

DFP

In our District's ongoing effort to summarize and detail all areas of involvement with the Wheeling Historical Society and with the historical preservation responsibilities we have accepted, you have asked that a budget section be included in the packet being prepared which reviews all aspects of the Wheeling Historical Society/Wheeling Park District relationship.

While my original intent was to solely focus on the Park District's budget, I have broadened the scope of information submitted to you so that you can objectively analyze the various factors.

Sections of this report deal with:

- I. Legal Authority To Levy A Historical Tax
- II. Park District Budget
- III. Society Involvement In The Park District Budget Process.
- IV. Society Budgets

Each section includes a written analysis of the material attached relating to that specific section.

Section I. Legal Authority To Levy A Historical Tax

- A. Attachment- Illinois Revised Statutes, Chapter 105 Park District Code Section 327.
- B. Written Analysis- This enabling legislation has allowed the Wheeling Park District to levy .0150 (1.5¢/\$100 of equalized assessed value) for historical purposes.

The Wheeling Park District, since the 1976 Levy, has levied and we have collected the maximum amount of funds (.0150) available to the District from this source. While the rate of .0150 is very restrictive, it has allowed the Park District to accept additional historic preservation responsibility with the knowledge that a stable (but limited) source of revenue is available for Historic purposes.

Section II. Park District Budget

- A. Attachments- Pages from the Fiscal Year 1980-81 Budget
 - R-9 Historic Fund Revenue Detail Summary
 - RJ-5-6 " " Justification
 - E 25,26,27 Historical Fund-Expenditure Detail Summary
 - EJ 4-5 Historical Fund Expenditure Justification
- B. Background- As you know, the Wheeling Park District budget includes data from prior fiscal years, last year's projection of what we thought we would budget, the actual figures budgeted, and next years projected figures.

In an effort to fully capsulize all Historic Fund revenues and expenses, I have inserted Fiscal Year 1976-77 data in the far left column. Fiscal Year 1976-77 was the first Fiscal Year that the Historic Fund was created, as our initial levy of the tax (reference

section I) was in 1976

- C. Written Analysis- The District has sought to minimize expenses in all areas of the Historical Fund except the Museum Maintenance Improvements section (1130's) in order to repay the fund for the debt which accrued with the museum renovation project.

The closing cash balance (cash on hand April 30th of each fiscal year) which existed and/or may exist in the Historical Fund has been, or may be:

Closing Cash Balance

<u>FISCAL YEAR</u>		<u>AMOUNT</u>
1976-77	Actual	5,710.89
1977-78	Actual	19,448.86
1978-79	Actual	22,877.28
1979-80	Actual	(20,858.85)
1980-81	Budgeted	(17,520.85)
1981-82	Projected	(11,929.85)

It is felt that if we can minimize expenses, that by the end of Fiscal Year 1981-82, or by the end of calendar year 1981 (if we change our Fiscal Year to the calendar year) that the (\$11,929.85) Projected deficit can be offset and that in 1982 we can re-allocate the revenues to new priorities, having fully offset the debt incurred with the museum renovation project.

To review 1976-77, 77-78, & 78-79 fiscal years, please recognize that plans were being made and obligations being considered and made to move the museum from 84 S. Milwaukee Avenue to Chamber of Commerce Park. It was felt by the Park Board that by levying the full available tax rate, that the District could more quickly offset the cost of the museum relocation/renovation project than if we waited until the museum was physically moved and expenses incurred. One Hundred percent of the tax revenues for 5-6 fiscal years are required to totally offset this obligation and basic operational costs. 7-8 fiscal years, may be required if these funds are more widely disbursed within the Historical Fund.

Section III.- Society Involvement In The Park District Budget Process

- A. Attachments-Copy of 5/14/79 letter to Society President Robert Buerger notifying the Society of the tentative Park District budget for 1979-80. Copy of notes taken at 5/15/80 Joint Society, Park District Board Meeting.
- B. Written Analysis- The Society and Park District concurred, during discussions about affiliation and reached an understanding that Society funds (on hand at the time of affiliation or raised/obtained in the future would remain with the Society for investment and/or expenditures.

Section II(a) of the Affiliation Agreement references to Society input on the Park District budget. The Society is to suggest to the District, the Historical Fund priorities.

The process was to be as follows:

The process was to be as follows:

1. Submission of recommendations by the Society to the Superintendent of the Park District.
2. Submission of the preliminary budget by the Superintendent to the Board of Park Commissioners. This could fully, in part, or not at all, include the suggestions of the Society.
3. Review of the preliminary budget by the Board, with the Society and Superintendent for final determination of the budget.

Final allocation of Park District revenues was to remain per our legal guidelines vested with the Wheeling Park District Board of Park Commissioners, though input from the Society, based on their expertise was requested.

Section IV. Society Budgets

A. Attachments- Copies of the Wheeling Historical Society budgets for 1974-75, 1975-76, and proposed 1976-77.

B. Written Analysis-In summary of the attachments, the below is pertinent:

<u>Expenses</u>	<u>Actual 1974-75</u>	<u>Actual 1975-76</u>	<u>Proposed 1976-77</u>
Utilities	614	620	625
Brat & Beer	5325	5975	5800
Lollipop Ln/ Wassil Bowl	220	250	435
Other	<u>807</u>	<u>708</u>	<u>686</u>
Total Expenses	<u>6966.00</u>	<u>7553.00</u>	<u>7546.00</u>
 <u>Revenue</u>			
Brat & Beer	7800	6405	8858
Other (Dues) (Auctions) (Lollipop) (Lane)	<u>643</u>	<u>577</u>	<u>640</u>
	<u>8443</u>	<u>6982</u>	<u>9498</u>
Budgeted Net Gain(Loss) \$	1877	(\$ 571)	\$1952

This data was provided to the Wheeling Park District by the Wheeling Historical Society at the time of affiliation. Actual Revenue and Expenses are not shown, but the budget continuity indicates that the actual figures would be close to budgeted figures.

The attached budgets, and the above summary do point out that the Society has very limited revenue sources, especially with the cessation of their sponsorship of the Brat and Beer Fest. The Wheeling Park District's re-allocation of 100% of the net proceeds back into the Historical Fund is therefore especially noteworthy and commendable.

It should be emphasized that increased attention by some members of the Society has recently focused on the level of the Park District's commitment in the purchase of artifacts.

I find no reference to this as a line item in the three (3) society budgets provided to the District. The annual financial obligation of the Society in this area is not easily ascertained.

It should also be emphasized that the Board of Park Commissioners in Fiscal Year 1979-80 made the initial commitment to allocate 25% of the Brat and Beer Fest's net proceeds to artifact acquisition. In Fiscal Year 1980-81, this percent grew to 40% of the net proceeds.

Both years some members of the Society were opposed to this allocation, wishing to potentially allocate these funds to other priorities.

To date, none of these funds, now in excess of \$1,344.00 have been obligated and no recommendations from the Society have been submitted for review and approval.

TO: Wheeling Historical Society and Wheeling Park District,
Board of Commissioners
FROM: David F. Phillips, Superintendent of Parks & Recreation, Wheeling
Park District
RE: Childerley Historic Buildings, Land Use and Non-historic Buildings
DATE: February 24, 1981

I. Historically Valuable Buildings

A. Research

1. Background

Since the acquisition of the site in 1977, the Wheeling Park District has had Historic Architects visit the site on two or more occasions.

Childerley is listed officially by the Department of Conservation of the State of Illinois on their State-wide survey of historic sites. The Museum (old Village Hall) and Community Meeting Center (Community Presbyterian Church) are also listed on the State-wide survey of historic sites.

The present challenge is to complete the initial research on the Chapel, Library and Log Cabin necessary to enable the applications to be prepared and submitted for inclusion of these structures on the National Register of Historic Places with the National Park Service of the U.S. Department of Interior.

2. Suggested Future Direction

- 17th St. Consultant*
- (a) Have the Society define what data they can obtain.
 - (b) Have a Historic Architect define what data is necessary to verify the historical value of the buildings.
 - (c) Define a timetable for completion of initial research.
 - (d) Determine cost to complete research and make final application for the National Register.
 - (e) Revise Wheeling Park District's 1981 Budget to allocate resources to accomplish IA2(d) immediately above.

B. Restoration/Preservation

1. Background

Action must be initiated to define what needs to be, and can be done to preserve/restore the Log Cabin.

The Childerley Committee of the Wheeling Historical Society's report on the initial research, and an experts final research report, plus a preservation/restoration study are necessary before final determination of what should be done (and how much it will cost to do it) can be completed.

Upon completion of the research the study can be undertaken. It may be desirable to contract for the study prior to completion of the research phase.

2. Suggested Future Direction

- Hist Arch*
- (a) Concur that a professional study is necessary for structural restoration/preservation of the Log Cabin.
 - (b) Interview and retain the services of a qualified Historic Architect to prepare architectural plans and cost estimates for the restoration/preservation of the Log Cabin.
 - (c) Review and approve the final study by the Historic Architect - allocate financial resources to implement the recommendations.
 - (d) Retain the Historic Architect to prepare detailed construction drawings, plans and specifications. Review and approve.
 - (e) Go to bid on final plans and drawings - award a bid to a qualified firm to do the work specified.
 - (f) Determine a time line on IB2(a)-(e).

C. Historic Building Usage

1. Background

Please refer to the attached memorandum date February 4, 1981 by Director of Parks John Piazza and the minutes of the May 19, 1980 Meeting between the Wheeling Park District and Wheeling Historical Society (last item in packet).

2. Suggested Future Direction

- Bldg Policy*
- (a) Re-examine the usage decisions made by the Liaison Board and Wheeling Park District Board of Park Commissioners upon final review of the study and after a complete analysis of all options.
 - (b) Reconfirm or redefine allowable usages of the historic buildings and Childerley - broad outline.
 - (c) Define which party is responsible for which allowable and encouraged uses.
 - (d) Make final determination on historical building maintenance, repairs, key accessibility, etc.
 - (e) Initiate a program to promote the allowable activities to fully utilize the historic buildings.
 - (f) Determine a timetable and cost parameters of IC2(a)-(e). Allocate resources.

D. Finances

1. Background

- (a) Please refer to the February 4, 1981 memorandum from Director of Parks Piazza on Society Board Actions (page #2 and 3) which allocated in total, \$3,443.60 in Society Funds toward Childerley.
- (b) Please also refer to the Childerley Chapel/Library Master Checklist of Work Projects and the costs known to date in completion of the identified priorities.

2. Suggested Future Direction

- Internal with member*
- (a) Have the Society and/or the Childerley Committee provide a total revenue and expense detail summary on:
 - (1) Funds allocated (including the source and location of those funds).
 - (2) Funds expended by the Committee including the description of the expense, the amount of the expense, the date of the expense.
 - (b) Provide a listing of projects (in priority and with cost estimates) yet to be accomplished to determine the tentative priorities of the Childerley Committee - confirm priorities with the Society membership and Wheeling Park District Board of Commissioners.
 - (c) Determine a timetable to accomplish ID2(a) and (b).

II. Land Use

A. Planning and Implementation

1. Background

The Wheeling Park District Board of Commissioners and staff, in late 1979 and early 1980 held extensive discussions on Childerley. They reviewed the issue of Land use and the Board determined that the Park design and land use philosophy would fall into two categories:

- (1) Passive
- (2) Educational/experience orientated

Please review the December 12, 1979 internal staff memorandum revised on January 10 and February 14, 1980 and the February 4, 1981 memo by the Director of Parks of the Wheeling Park District (Section D).

Accepted by Board

2. Suggested Future Direction

- (a) Review the land plans (including parking) of the Wheeling Park District ~~and the Wheeling Historical Society~~ - obtain and consider feedback.
- (b) Determine priorities and the cost to implement the plan with an appropriate timetable for completion.

III. Non-historically Valuable Building Usage

A. St. Joans

1. Planning and Implementation Background

During the same time period the Park Board and staff discussed land planning and usage. They also considered the utilization of St. Joans House.

Please review the January 4, 1980 memo - revised January 10, February 14, March 6 and March 26th from Director of Recreation Straus on the St. Joans recreational use of rooms.

The Wheeling Park District has already initiated a number of the allowable programs for the first floor. No action has been taken to refurbish the upper floors or the basement - hence no programatic utilization has occurred.

B. St. Jeromes House

1. Planning and Background

The Board of Park Commissioners reviewed the St. Jeromes building on several occasions.

Dr. Paul Sprague, a historic preservation architect and specialist, on December 17, 1976 reported to the Board of Park Commissioners that St. Jeromes house was of no historic value. His report stated:

"The House of St. Jerome is quite another problem, however. It consists of a farmhouse of about 1870-80 in the Northeast corner to which extensive additons were made in 1911. At that time the interiors of the farmhouse were completely remodeled. In my judgement, this house with its cut-up interiors lends itself the least, of the buildings on the property, to use by either the Park District or the Historical Society. Furthermore, the amount that would be required to remodel it into a useful building, or to maintain and repair the house while using it as a Retreat House is likely to be excessive. Even if the house were completely renovated, it does not seem to me to be of sufficiently historic interest or have enough potential for use by the Park District to warrant the expense."

The Wheeling Fire Department's inspection of the house in July of 1979 confirmed the extensive repairs necessary to come into compliance with minimum Building Code Regulations.

Structural engineers were retained by the Wheeling Park District to prepare a report on the condition of St. Jeromes. William Smith Engineers presented a report to the Park Board dated March 20, 1978.

The Board of Park Commissioners reluctantly accepted the fact that the cost to renovate St. Jeromes outweighed the value of the building and on January 3, 1980 the Board accepted a proposal from Aver's Excavation in the amount of \$3,150.00 to demolish St. Jeromes.

The work was performed which allowed the ingress/egress to the park to be widened to two car widths. The demolition of St. Jeromes also allowed the parking lot to be laid out and the initial layer of gravel to be laid.

JP
2. Suggested Future Direction

Finalize the parking lot plans under the Land Usage portion of this section (refer to IIA(2)).

Done

C. Solitary

1. Background and Current Status

During the Calvert Foundation ownership and operation of the Childerley Retreat property the Solitary House was utilized as a caretakers living quarters. The Wheeling Park District continued this precedence with a Park Department employee residing in the Solitary who paid rent to the Wheeling Park District, but also was responsible for being aware of building and park security needs.

This arrangement has been worthwhile and it is visualized that as the Park develops and becomes more heavily utilized, that it will be even more advantageous.

TO: David F. Phillips, Superintendent of Parks & Recreation, Wheeling Park District
FROM: John Piazza, Director of Parks
RE: Childerley Background
DATE: February 4, 1981

In 1977 the Wheeling Park District acquired the Childerley Retreat Site because of the valuable historic, outdoor recreation and outdoor education potential of the site. The Wheeling Park District felt this area should be preserved and made available to the youth and adults of our community.

Within the last year or so, concerns have been brought to our attention as to the use of the retreat house, chapel, log cabin and land use. I have broken down each of these areas separately.

A. Log Cabin- The log cabin is an historical landmark. This building is owned by the Wheeling Park District and is to be operated by the Wheeling Historical Society.

On March 5, 1979, a Liaison Board meeting was held between the Wheeling Historical Society and the Wheeling Park District. At this meeting it was noted that historical documents would be needed to document the historical value of the cabin." The Childerley Committee is doing the leg work to save costs. The Historical Society was requested to make available their records and tapes to the Childerley Committee. The Chairperson for the Childerley Committee was Gene Kavanagh."

In the spring of 1979, the Park Department discovered that the brick exterior wall on the west side of the cabin had begun to bow out. Because of the possible historical nature of this building, we did not want to attempt to repair the wall. Instead we secured the area with more fencing and contacted a Mr. Gregerson, an Historical Architect, to give us direction on how to correct this problem. He advised us to remove the brick wall and cover the logs with plywood. We followed his advice, and the park district removed the brick wall, stored the bricks inside the log cabin and covered the logs with plywood. This is the extent of work that has been done pertaining to the log cabin, pending the Board report by the Childerley Committee of the Historical Society.

B. Chapel- On March 5, 1980 at a Liaison Board meeting between the Wheeling Historical Society and the Wheeling Park District, some possibilities for utilizing the chapel and library. "Motion was made by Lorraine Lark seconded by Jean Kavanagh that the chapel and library, not to be used for physical activities."

"Motion was made by Lorraine Lark, seconded by Shirley Mueller that the library usage to be considered, is:

- 1) a historical showplace for memorabilia
- 2) lectures/educational
- 3) meetings

Motion carried by Voice Vote."

"Motion was made by Lorraine Lark, seconded by Gene Kavanagh that the possible usage of the chapel to be:

- 1) as a church -non-sectarian
- 2) weddings
- 3) showplace for tours
- 4) retreat/mediation

Motion carried by Voice Vote"

On March 6, 1980 at a regularly scheduled Board of Park Commissioners meeting Commissioner Lark made a motion to designate the chapel usage as 1) non-sectarian 2) weddings 3) showplace for tours and 4) retreat/mediation Motion carried by voice vote."

"Commissioner Lark also made a motion to designate the library usage as 1) Historical showplace 2) lectures/educational and 3) meetings. Motion carried by Voice vote."

Regarding all repairs, improvements, suggested improvements, etc; please refer to my attached Master Work Schedule and Check List for the Chapel and Library.

C. Retreat Houses- Both St. Joans and St. Jeromes are of no historical value. The Wheeling Park District Board of Park Commissioners on November 18, 1979 approved the demolition of St. Jeromes due to the extensive renovation which would have been needed and due to the lack of available parking in the park.

On March 6, 1980, the Board of Park Commissioners approved the renovation of St. Joans and to have activities in this building to be of a recreational nature such as pre-school, dance, cooking classes, etc.

D. Land Usage- The area and the chapel and log cabin is to be of a passive nature. In the summer of 1978, the Park Department constructed a bird sanctuary.

The garden area between the library and log cabin is to be rototilled by the Park District and be planted by the Wheeling Historical Society. It was suggested that wild flowers be planted in this area.

The meadow area will remain open.

The wildlife refuge will remain as is.

The orchard area will become part of the picnic area. We will install grills and place picnic tables throughout the area.

The area around St. Joans House will be used for passive sports such as: horse shoes, shuffle board, etc. This area may also have playground equipment installed.

Educational garden will be placed northwest of the log cabin.

A parking lot has been developed where St. Jeromes had stood.

E. Society Funds for Childerley -

"On September 22, 1976 at a regularly scheduled Wheeling Historical Society meeting, Mr. Bob Buerger's motion after some discussion, to set aside part of some of the savings account to go into a separate account for the Childerley project, restoration and suggested \$1,000.00 plus the \$10.00 donation from that years Brat and Beer Fest to be placed in this special account. John Koeppen amended this motion which carried unanimously."

"On September 26, 1979 at a regularly scheduled meeting of the Wheeling Historical Society, Glen Bensen made a motion to appropriate \$2,000.00 from the Wheeling Historical Society's general fund, which at that time was \$4,138.48, towards Childerley which would bring Childerley restoration fund to \$3,170.03. Charles Kerr seconded. Motion passed."

Childerley Background
February 4, 1981

3.

"At this same meeting, Doris Kerr made a motion to allocate the Wheeling Historical Society's profits from the 1979 Brat and Beer Fest towards the Childerley Fund. Chris Irmiter seconded. Motion passed. The net profits totaled \$273.13 bringing the total Childerley Renotation Fund to \$3,443.60."

To the best of our ability, we have compiled all pertinent Board actions of the Childerley Chapel, Log Cabin, Land Use and Retreat Houses.

WHEELING PARK DISTRICT

CHILDERLEY CHAPEL/LIBRARY

MASTER CHECK LIST OF WORK PROJECTS

FEBRUARY 10, 1981

WORK PROJECT	INITIATED	NOT COMPLETED	COMPLETED	ESTIMATED HRS. WORKED	EST. LABOR COST	EST. MATRL. COST	ESTIMATED CONTRACT CST	ESTIMATED TOTAL COST
Replace broken floor tile	W.P.D.		X	3	\$ 18.30	\$ 12.00		\$ 30.30
Remove old radiators	"		X	8	56.12			56.12
Purchase and install new wall base unit heaters	"		X	8	61.52	125.00		186.52
Repair library roof	"		X	8	48.68	85.00		133.68
Rewire all fixtures, outlets and switches in the Library	"		X	24	184.56	25.00		209.56
Repair the cellar door	"		X	2	37.20	40.00		77.20
Install new entrance lock	"		X	2	12.20	12.50		24.70
Install a new exit door for the Library	"		X	8	48.80	56.00		104.80
Install door handles for the entrance door to the Chapel	"		X	1	6.10	10.00		16.10
Install wood trim for the Library ceiling.	"		X	4	24.40	16.00		40.40
Stain ceiling beams in the Library	"		X	4	24.40	8.00		32.40
Purchase and install a burglar and fire alarm system	"		X				\$1,505.00	\$ 1,505.00
Assume Monthly Monitoring Charges for the burglar and alarm systems	"		X				18.50 per month	222.00 per yr
Purchase and install protective window covers for the entire building.	"		X				1,893.00	1,893.00
Scrape and paint the interior of the Chapel and Library	"		X	32	199.04	Donated		199.04
Remove a section of the garden wall to allow for entrance and exit	"		X	4	24.40			24.40
Repair and install windows in the Library	"		X	6	36.60	60.00		96.60
Install security lighting around the buildings.	"		X	8	61.52	210.00		271.52
Purchase and install new light fixtures for the Library	"		X	4	30.76	95.00		125.76
Repair all broken windows (lead frames) for the Chapel	"	X						
Completely clean the interior of the Chapel and Library	"		X	2	12.68			12.68
Strip and stain all window frames and sashes	W.H.S.	X						
Remove the alter located in the Log Cabin and install in the Chapel	W.H.S.	X						
Strip and stain the alter	W.H.S.	X						
Repair Chapel Bells	-	-	-	-	-	-	-	-
A. Cost for relay and/or time clock	W.H.S.	X						
B. Installation cost	W.P.D.		X	6	46.14	75.90		122.04
Secure exterior benches	W.P.D.	X						

WHEELING PARK DISTRICT

CHILDERLEY CHAPEL/LIBRARY

MASTER CHECK LIST OF WORK PROJECTS

FEBRUARY 10, 1981

PAGE 2

WORK PROJECT	INITIATED	NOT COMPLETED	COMPLETED	ESTIMATED HRS. WORKED	EST. LABOR COST	EST. MATRL. COST	ESTIMATED CONTRACT CST.	ESTIMATED TOTAL COST
Strip and stain exterior benches	W.H.S.	X						
Strip all kneelers	"		X				\$ 144.00	\$ 144.00
Sand and stain all kneelers	"	X						
Remove the Bee Hive located in the porch roof	W.P.D.	X						
Paint all exterior trim	W.P.D.	X						
Purchase and install carpeting for the Library floor	W.H.S.	X						
Stucco the Library ceiling	W.F.D.		X	14	\$ 85.40	\$ 62.00		147.40
Strip the stage and all wood trim in the Chapel area	W.H.S.	X						
Clean the Chapel floor - stripping agent	W.P.D.		X	16	97.60	4.50		102.10
Strip the Chapel chairs	W.H.S.	X						
TOTALS				164 Hrs	\$1,116.42	\$ 896.90	\$3,398.00	\$ 5,777.32
TOTAL ESTIMATED EXPENDITURES OF THE WHEELING PARK DISTRICT					\$ 5,633.32			
TOTAL ESTIMATED EXPENDITURES OF THE WHEELING HISTORICAL SOCIETY					\$ 144.00			

TO: Mary, Lisa, Deb
FROM: Dave and John
RE: Preliminary Land Plan-Childerley
DATE: 12/12/79

Subsequent to the November 30,1979 brainstorming session we have taken the opportunity to review the park use section of our meeting notes.

We have sought to separate design features from general program usage so that the preliminary land plan can consider all present interests.

A. Park Design- Design Philosophy

After a careful analysis of the Childerley Park lands, it is felt that the primary considerations for future usage should fall under the following categories.

1. Passive
2. Educational/ Experience orientated.

B. Items listed under Park use which are general programs not requiring special design consideration are hereby summarized below:

- | | |
|---------------------------------------|--------------------------------|
| 1. Children's Camp | 9. Archery |
| 2. Outdoor Education | 10. Art Fair |
| 3. Retreats | 11. Theatre/Jazz |
| 4. Sr.Citizen Day Camp | 12. Winter Sports |
| 5. Basic Camping Workshop
Training | 13. Survival-Overnight Camping |
| 6. Adopt a Tree | 14. <i>Nature Trail</i> |
| 7. Astromony | |
| 8. Lawn Bowling | |

These items will be listed as program possibilities that will not require special design consideration.

C. Items under Park use found to be uncompatable with the design philosophy of the land usage plan are listed below:

1. Fit Trail- To Active -*Plan for Heritage Park West*
2. Greenhouse-Priority locations either Heritage Park or Chevy Chase.
3. Adventure Playground -Priority locations Horizon or Husky
4. Fishing- Priority location will be Heritage Park West.
5. Fire Circle- We must seek to not encourage fires on the ground. The fire circle would be supervised during our usage, but would lead to unauthorized and possibly careless usage by others.
6. Camp Cooking- The above mentioned reasoning would be applicable. Grills will be available.
7. Horses- No adequate area connecting trails.

D. Items listed under Park use that will be incorporated within the preliminary land plan will be:

1. Walk/bike trail-combined- extra width.
- 1A. *Waterwheel*
- 1B. *Game Tables*

2.

- 1C. Volleyball- Orchard for picnics
2. Water fountains-from water line by house/shed/orchard
3. Picnic area-orchard
4. Washrooms-portable chemical toilets by orchard
5. Educational/experimental garden plots.
6. Flower gardens-by bird sanctuary & parking lot.
7. Bird sanctuary/quiet area
8. Park Benches-walks, orchard
9. Walkway/safety/security lighting-throughout
10. Cross country skiing-meadow
11. Ice rink-by parking lot
12. Frisbee Golf -meadow
13. Shuffle board-orchard area
14. Horseshoes-orchard
15. Grills=orchard area
16. Playground equip site-by parking lot. *PS and Intermediate*
17. Nature Trail-Separate bark chip paths in meadows. *-Delete (Moved to B)*

E. SUMMARY John will do a preliminary land plan based on the above (Section D) usages. He will note (Section B) the possible general programs not requiring special design criteria on the plan. We anticipate that the rough draft of the preliminary land usage plan will be available prior to our meeting of 1/10/80, at which time we can tear apart (if necessary) and redesign the park based on our combined input.

Please prepare your preliminary building usage plans with the same type of consideration for distribution prior to the 1/10/80 meeting so that we may all have an opportunity to review each others work and be able to have formed ideas that can be discussed and prepared for presentation to the Recreation Committee and Building and Grounds Committee and the Park Board.

TO: DAVE PHILLIPS
 FROM: MARY STRAUS
 RE: CHILDERLEY - ST. JOANS RECREATIONAL USE OF ROOMS
 DATE: JANUARY 4, 1980

Revised March 6, 1980
 Revised March 26, 1980

The Recreation Department and I have gone over our list of brainstorm ideas (from Meeting on November 30, 1979) and have organized and assigned them to a room in the St. Joan's House. Please review our list and comment on the possibilities.

- I. BASEMENT - Not measured - 3 rooms. (Brainstorm - Staff 3/6/80
 (Ventilation?)
- (1) Industrial Arts Room(s)
- A. Ceramics - Move to Holmes - Phased out
 - B. Woodworking - Move to Chevy Chase Club House Basement? No Direct Exit
 - C. Upholstery
 - D. Big Projects (staining, antiquing)
 - E. Woodshop - Move to Chevy Chase Club Ho. Basement - No Direct Exit.
 - F. Storage Area - Present coal room
- II. FIRST FLOOR
1. Porch (if enclosed) 35'9" x 11'7"
- A. Display area
 - B. Bulletin Boards
 - C. Reception Area
 - D. Information Shelves
 - E. Warming Shelter - added 1/10 - Board disagreed, consider other type of
 - F. Waiting Room - added 1/10 Warming Shelter, fireplace in area
 Porch area when enclosed 3/6/80 Warming shelter provided with ice rink
2. Living Room - 39'2" x 27'9"
- A. Waiting Room - Porch Area when enclosed
 - B. Library/Periodicals
 - C. ~~Meeting Room~~
 - D. Card Room, quiet game room
 - E. Exhibit area - until porch is enclosed
 - F. Reception area (if porch is not enclosed) - move to porch
 - G. Meetings - move upstairs
 - H. Movies, Slide presentations - move upstairs
 - I. Senior Day Camp - move upstairs
 - J. Senior Activity Room - Move upstairs
3. Kitchen & Study
 Kitchen 6'5" x 10'9" Study 13'2" x 11' (Bi-fold door)
- A. Cooking Classes
 - B. Preparations
 - 1. For meetings
 - 2. Daily activities (staff kitchen)
 - C. Demonstration, Special Events
 - 1. Recipe Exchange
 - 2. Bake-offs
 - 3. Special Events on grounds
 - D. Canning
 - E. Eating area and staff lounge
 - F. Storage (Pantry)

4. Bedroom (Large) 15'2" x 15'4" - ok, continue to monitor
 - A. Equipped Pre-School Active Room
5. Bedroom (Small) - 13'2"x 12'7" Narrows to 6'+ the last half of the room
 - A. Staff Office
 - B. Pre-School Office
 - C. Pre-School quiet area

III. SECOND FLOOR

1. Bedroom(s) (next to Sun Porch) 12'x 17' & 15'4" x 19'10"
 - A. Storage area (extra area of small bedroom) - for coats, etc.
2. Fireplace Bedroom - 17'8" x 10'5" (look at soundproofing)
 - A. Music & Drama Room
 1. Community Sing
 2. Drama Workshops
 3. Practice Room
 4. Guitar
 5. Meetings
3. Middle Bedroom (large) - 13' x 10'5"
 - A. Seminars
 - B. Discussion Groups
 - C. Counseling
 - D. Small group meetings
 - E. Needlepoint
 - F. Embroidery
 - G. Quilting
 - H. Weaving
 - I. Crochet
 - J. Knitting
 - K. Macrame
 - L. Interior Decorating
4. Middle Bedroom (small) - 16'x 14'8"

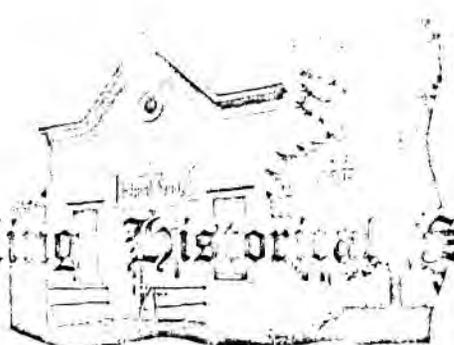
Storage of equipment for second floor use

IV. THIRD FLOOR - Exit Needed

1. Large Bedroom - Arts Room - finish in a rustic way
18'10" x 12'4"
 - A. Painting
 - B. Drawing
 - C. Oils
 - D. Watercolors
2. Small Bedroom - Handicraft Room - not usable except for storage.

PENDING FUTURE ACTIONS:

1. Director of Parks to redo room measurements - all rooms - all floors
2. Director of Parks to explore utilization of basement with an eye towards the lack of a direct outside exit.
3. Director of Parks directed to prepare costs for enclosing the front porch implement.



Wheeling Historical Society

251 North Wolf Road • Wheeling, Illinois 60090

March 3, 1981

Mr. David Phillips, Supt. of Parks
Wheeling Park Commissioners
Wheeling Park District
1000 N. Milwaukee Avenue
Wheeling, IL 60090

Re: Childerly Report

Dear Mr Phillips and Park Commissioners:

The following is a progress report to you and the Park Board, as to what has been accomplished to date on restoring the Lorraine E. Lark Chapel of the Orchard. Those of us on the committee are hoping for an April opening date.

For the last four Sundays we have been at the museum working diligently on restoring the kneelers and chairs that were left in the Chapel when the park district purchased the property. I'm happy to report that last Sunday we completed this project.

Approximate Cost: \$175.00

The Chapel Bells have been repaired and are now chiming on the hour. Spoke with Sister Michael at the Villa, she said it's a delightful sound. The bells ring everyday from 8:00 a.m. to 8:00 p.m.

Approximate Cost: \$ 80.00

We have completed the work on three of the four statues that will adorn the Chapel, we have only the statue of St. Francis to finish.

Approximate Cost: \$ 60.00

Don Lark has contacted a carpenter to rebuild the top window from the library that was completely rotted out. Work on this is already in progress.

Approximate Cost: \$350.00

March 3, 1981

Page 2

We are now ready to start the work at Childerly in the Chapel and library. Permission is requested from you, so that we may start working on this. We have set Sunday, March 8th as the starting date.

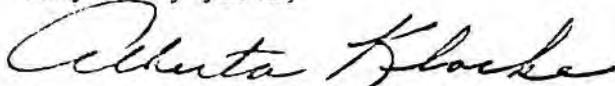
Following is a list of items that we feel will have to be taken care of before the Chapel and library may open:

1. Refinish all woodwork in library and Chapel.
- *2. Have altar moved from log cabin into library to see what repairs have to be made.
- *3. Measure floor in library for estimate on carpeting.
4. Measure windows in library for shutters.
- *5. Repaint both Chapel and library.
6. Refinish flooring in Chapel where altar will be placed.
- *7. Seal brick floor in Chapel.
- *8. Remove bee hives from entrance of Chapel -- the items with an asterich indicate park assistance will be required.

There is one final item I would like to make you aware of. I spent 2½ hours meeting with the Schneider sisters and Ethel Wieder in hopes of obtaining some of the history of Wheeling. Our conversation is on tape and we will be meeting again. On Tuesday, March 3rd, I have a meeting with Mr. Jack Bingham, Jack's father was employed on the Lillie farm. I have also contacted Mrs. Gettrude Lillie and will be meeting with her in the near future. I have also made contact with a Mr. Foss, from him I was able to obtain the addresses of some of the Priests that visited Childerly. The information I am compiling will all be on tape and when all is compiled I hope it will enable the Park District to have the property listed with the National Register of Historical Places with the National Park Service of the United States Department of the Interior.

I hope this report will bring you up-to-date, and meet with your approval, so that we may continue with the restoration of the Lorraine E. Lark Chapel.

Very truly yours,



Alberta F. Klocke
Childerly Committee

Childerley

MINUTES OF THE LIAISON BOARD OF
THE WHEELING PARK DISTRICT AND
THE WHEELING HISTORICAL SOCIETY
HELD MARCH 5, 1980

The meeting of the Liaison Board of the Wheeling Park District and the Wheeling Historical Society was held at Wheeling Historical Museum, 251 N. Wolf Road, Wheeling, W. Va. on Wednesday, March 5, 1980 at 7:30 p.m.

ROLL CALL

The meeting was called to order by Chairman Datillo at 7:40 p.m. Members present were Shirley Mueller, Lorraine Lark, Sam Datillo, Jean Kavanagh, Tom Kavanagh. Absent: Frank Schnaitmann; Citizen at Large, Doris Kerr. Also present: David Phillips, Recording Secretary.

Guests Present: Glen Benson, Irene Datillo, Clare Rudolph, Charles Rudolph members of the Society's Museum Committee; Cris Irmiter, Alberta Klocke, Ed Klocke, members of the Childerley Committee; Pat Hancock, John Piazza, staff of Wheeling Park District.

APPROVAL OF MINUTES

The minutes of the previous meeting of June 14, 1979 were submitted for approval. Motion was made by Shirley Mueller, seconded by Jean Kavanagh to approve the minutes as presented. Roll being called, the following members voted:

- AYE: S. Mueller, S. Datillo, J. Kavanagh, T. Kavanagh
- NAY: None
- ABSTAIN: L. Lark
- ABSENT: F. Schnaitmann, D. Kerr

Motion Carried.

It was noted the Liaison Board invited the Society's Museum Committee and the Childerley Committee to the meeting to review the two major items appearing on the agenda, being I: Museum, II: Childerley. Motion was made by Lorraine Lark, seconded by Shirley Mueller to rearrange the agenda and move Childerley to Item I and the museum to Item II. Motion CARRIED.

COMMUNICATIONS:

There being neither written or verbal communications, the meeting proceeded.

UNFINISHED BUSINESS:

I. CHILDERLEY

- a. Chapel/Library: Jean requested a key to those buildings at Childerley for access. Discussion ensued. Lorraine reviewed Park Policy which states no keys would be given to other than Park District staff. It was advised a staff member lives at that site and if access is desired, to contact him. Director of Parks Piazza then reviewed the improvements on the library and chapel. He stated a new ceiling has been replaced in the library and a new roof also replaced on same. Discussion ensued relative to the missing tile in the Chapel. It was suggested by E. Klocke that tile be taken from under the radiators to use in the areas where it

is missing. Discussion ensued relative to securing the buildings. Motion was made by Lorraine Lark, seconded by Shirley Mueller to determine the cost to put wire mesh over the windows and install alarms at those two buildings, to install security lights, rewiring of the interior electrical system and the cost to replace windows which have been broken. Motion carried by VOICE VOTE. These costs are to be budgeted from the General Corporate Fund by the Wheeling Park District if approved by the Board of Park Commissioners.

John was requested to have a schedule for completion and to provide copies to the Board of Park Commissioners with copies also going to the Wheeling Historical Society.

Usage Possibilities of the buildings were discussed. Motion was made by Lorraine Lark, seconded by Jean Kavanagh that the chapel and library not to be used for physical activities. Motion carried by VOICE VOTE.

Motion was made by Lorraine Lark, seconded by Jean Kavanagh that the possible usage of the Chapel to be 1) as a church-non-sectarian, 2) weddings 3) show place for tours, 4) retreat/meditation. Motion carried by VOICE VOTE.

Motion was made by Lorraine Lark, seconded by Shirley Mueller that the library usage to be considered is 1) a historical showplace for memorabilia, 2) lectures/educational 3) meetings. Motion carried by VOICE VOTE.

- b. Cabin - Discussion ensued relative to the condition of the little cabin. It was noted that historical documentation is needed to prove historical value. The Childerley Committee is doing the leg work to save costs. The Historical Society was requested to make their recorder and tapes available to the Childerley Committee. Chairman Datillo advised he would bring this request to the membership.
- c. Flower Garden- Discussion ensued relative to the garden (court yard located between the library and cabin). Director of Parks Piazza advised there is repair work to be done on the wall enclosing the garden. Motion was made by Lorraine Lark, seconded by Jean Kavanagh that volunteers from both the park district and the Society to clear, rototill and make the ground ready for planting. It was noted flowers reflecting the period in time when it was built, to be planted. Dave was asked for use of his roto-tiller. Motion carried by VOICE VOTE.
- d. Grants/Grant Specialist- Discussion ensued relative to a Grant Specialist. It was agreed that Jean Kavanagh would pursue the background information and when compiled, a Grant Specialist to be retained by the Park District with Board of Park Commissioners concurrence.
- e. Adopt a tree- The program suggested by Jean Kavanagh is for public to adopt an existing tree at Childerley and to pay for support of that particular tree for a year such as maintenance and the end result, they would be able to harvest the crop. Cost figures are to be checked into by park district. Dave advised this program will appear in the park brochure.

II. MUSEUM

- a. Director- Discussion ensued relative to hiring of a Museum Assistant. Dave advised the park is seeking such a person through CETA program. This person will be employed by the park district and work in conjunction with the Wheeling Historical Society. This item to be pursued.
- b. Name of Museum- The name of the museum previously submitted by Park Board and confirmed by the Wheeling Historical Society, reads as such: Wheeling Historical Museum
- c. Construction Status Report- Director of Park Piazza advised of the work necessary for completion. He advised the benches have to be replaced at the front of the building- planned for spring. Two holes in the wall to be patched and final clean up after all preparation is completed. It was advised the curtains have been received but will not be put up until all work is completed.

He also advised on the exterior, the following work needs to be done. Walks-blacktop, possible reseeding, paint exterior doors and railings. Dave advised Klem Nursery would design the landscaping at no fee, but implementation is to be done by the park district. It was suggested the existing gas light be changed to electric.

- d. Sign- It was noted the sign on the front of the building needs to be repainted and name changed. Lorraine Lark advised she will check into this item.
- e. Grand Opening- Office Manager Hancock requested input from the Board as to their feelings and direction. Discussion ensued. Lorraine suggested Memorial Day following the parade for the dedication and grand opening. John advised with the work schedule he is carrying, he could not guarantee all the work would be finished. Pat is to check with Marge Ranine for the day the parade will be held. July 4th was also a possibility.

Discussion ensued relative to the plaque dedicating the building, which was presented by the Board of Park Commissioners and reads:

Wheeling Historical Museum
Rededicated 1980
By The
Wheeling Park District and
Wheeling Historical Society

Motion was made by Lorraine Lark, seconded by Shirley Mueller to approve the plaque as presented. Carried by VOICE VOTE.

Following discussion, it was recommended that the Museum Committee and the B & G Committee to work on a Grand Opening.

- f. Arrangement of Displays- Discussion ensued relative to the arrangement of the displays. It was agreed the Historical Society to do the clean up work. Sam, Geln and Charley to wash cases. They advised the date of March 16, 1980 is planned to set up displays.

Lorraine Lark recommends to the Society that the two committees (Museum and Childerley) not be changed.

- g. Accessibility- Discussion ensued relative to the amount of keys to be made available. Sam felt the Society should have keys for easy access. Following discussion, Lorraine Lark suggested and Shirley Mueller confirmed that Sam be the person for the Society that has a key, upon the approval of the Board of Park Commissioners. Motion CARRIED.

ADJOURNMENT

Lorraine Lark invited the Childerley Committee to the Board of Park Commissioners meeting at Childerley on March 6, 1980 to go through files.

She requested a copy of the merger to be provided to the Liaison Board re: Curator.

There being no further business before the board, motion was made by Jean Kavanagh, seconded by Sam Datillo to adjourn the meeting at 10:37 p.m. Motion CARRIED.

Respectfully submitted,

Dave Phillips
Recording Secretary

WHEELING PARK DISTRICT AND WHEELING HISTORICAL SOCIETY
LIAISON BOARD AGENDA- MARCH 5, 1980

I. Call to order: Chairman Datillo

II. Roll Call:

<u>Park District Reprs.</u>	<u>Society Reprs.</u>	<u>Citizen At Large</u>
Shirley Mueller ^A	Sam Dattilo ^A	Doris Kerr ^A
Lorraine Lark ^A	Jean Kavanagh ^A	
Frank Schnaitmann ^A	Tom Kavanagh ^A	

III. Introduction of Guests

IV. Approval of Minutes of June 14, 1979

V. Communication

a. Written ^{none} b. Verbal ^{none}

VI. → Unfinished Business:

~~II~~ ^I X. MUSEUM

- a. Director
- b. Name of Museum
- c. Construction Status Report
- d. Sign
- e. Grand Opening
- f. Arrangement of Displays
- g. Accessibility
- h.
- i.

~~7~~ ⁷ XI. CHILDERLEY

- a. Chapel/Library
- b. Cabins
- c. Flower Garden
- d. Grants/Grants Specialist
- e. Adopt-a-Tree
- f.
- g.

VII. Adjournment

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF PARK COMMISSIONERS
OF THE WHEELING PARK DISTRICT
HELD MARCH 6, 1980

The regular meeting of the Board of Park Commissioners of the Wheeling Park District, Cook and Lake Counties, Illinois was held at Childerley Park (St. Joan's House) 506 McHenry Road, Wheeling, Illinois on March 6, 1980 at 8:00 p.m.

CALL TO ORDER

The meeting was called to order at 8:30 p.m., by President Schnaitmann, following the Committee Meetings which were scheduled for 7:00 p.m. Commissioners in attendance were: Shirley Mueller, Frank Schnaitmann, Glenn Meier, Edward Klocke and Lorraine Lark. Also in attendance were: David F. Phillips, Superintendent; Director of Parks, John Piazza; Director of Finance, Ed Lockwood; Foreman, Martin Staton; Recreation Coordinators, Debbie Carlson, Lisa Anderson; Attorney, Earl Ebers; and Recording Secretary, Patricia Hancock.

Guests: Mr. John Marlowe, Richard D. Wright II, Dance Promoters.

AGENDA-Additons/Deletions/Corrections

There being no additons/deletions/corrections to the agenda, it was accepted and placed on file.

APPROVAL OF MINUTES

The minutes of the regular meeting of February 21, 1980 were submitted for approval. Motion was made by Commissioner Meier, seconded by Commissioner Klocke to approve the minutes as presented. Roll being called, the following Commissioners voted:

AYE: F. Schnaitmann, G. Meier, E. Klocke
ABST: L. Lark, S. Mueller
NAY: None

Whereupon the minutes of February 21, 1980 were APPROVED.

APPROVAL OF MANUAL CHECKS

The approval of manual checks was deferred to later in the evening upon review and approval of the Finance Chairman.

WRITTEN COMMUNICATIONS:

In addition to the correspondance previously submitted to the Board for review, the Superintendent presented the following:

1. Invitation to the President and Board of Park Commissioners, received from Prospect Heights City Administrator, Sturgell re: State of the City Program. Commissioner Lark noted their letter of 2/21/80. Commissioners advised Superintendent they would not be able to attend and was given direction to respond.

UNFINISHED BUSINESS

- a. Mechanical Bid- Discussion ensued relative to the mechanical work on the kitchen at the Club House. Upon the Attorney's recommendation, the Board considered all factors presented by staff and motion was made by Commissioner Klocke, seconded by Commissioner Meier, that due to the emergency nature of the conditions, the other bids be rejected and the bid be awarded to Lahos Heating Company in an amount not to exceed \$21,628.00. Roll being called, the following Commissioners voted:

AYE: S.Mueller, F.Schnaitmann, G.Meier, E.Klocke

NAY: L.Lark

Motion CARRIED.

NEW BUSINESS

None

Commissioner Lark advised the Park Board, the Liaison Board had met the previous evening and the discussion centered around both Childerley and the Museum. Copies of the minutes of the Liaison Board were given to each Commissioner for review. Commissioner Lark advised she would go through the motions which had taken place and approved and requested approval from the Park Board.

She noted in the discussion relative to Childerley, that much damage has been done to the library. The major concern of the Liaison Board was security. Commissioner Lark made a motion that upon the Liaison Board's recommendation, relative to determining cost factor for wire mesh over windows of the library, installation of an alarm to the chapel and the library, installation of security lights throughout the park, rewiring of the interior electrical system in the library and the cost to replace the windows broken. Motion was seconded by Commissioner Mueller the cost factor be researched. Carried by VOICE VOTE.

She noted usage of the chapel was discussed and approved by the Liaison Board, therefore motion was made by Commissioner Lark, seconded by Commissioner Mueller, the designated use of the chapel be: 1. as a church non-sectarian, 2. weddings 3. show place for tours and 4. retreat/meditation area. The Board concurred. Motion carried by VOICE VOTE.

The Liaison Board discussed and approved usage of the library. Motion was made by Commissioner Lark, upon recommendation of the Liaison Board, that the library usage should be considered as a 1. historical showplace for memorabilia, 2. lectures/ educational and 3. meetings. Motion was seconded by Commissioner Mueller. The Board concurred and motion carried by VOICE VOTE.

Commissioner Lark advised the flower garden between the library and log cabin were discussed, and that repair work done to that area, be sought through volunteers from both the park and Historical Society to clear, rototill and make the ground ready for planting. The final discussion revolved around the planting of that area and it was agreed that flowers from the period of 1825 should be planted. Commissioner Lark made a motion to approve the Liaison Boards recommendation, seconded by Commissioner Mueller. The Board concurred and motion carried by VOICE VOTE.

Commissioner Lark made a motion that the Park District concur with the Liaison

Board's recommendation, that the chapel and library not be used for physical activities. Seconded by Commissioner Klocke. Motion carried by VOICE VOTE.

She advised the Liaison Board recommends that a plaque be prepared for re-dedication of the museum to read as follows:

Wheeling Historical Museum
Rededicated 1980 By The
Wheeling Park District And
The Wheeling Historical Society

Motion was made by Commissioner Lark, seconded by Commissioner Mueller, the Park Board concur and approve said plaque. Motion carried by VOICE VOTE.

It was noted that the Museum Committee of the Society and the Building and Grounds Committee of the Wheeling Park District will work on the Grand Opening celebration with the staff of the Park District on the re-dedication project.

Commissioner Lark advised discussion had ensued relative to keys to the museum-how many, and to whom should they be given. She noted the Museum Committee has established a date of March 16th to start getting the display area established.

After lengthy discussion, it was approved in a motion by the Liaison Board, that Mr. Sam Datillo be given the only key (other than park personnel.) Motion was made by Commissioner Lark, seconded by Commissioner Klocke to concur with that decision and give one key to Mr. Datillo. Motion carried by VOICE VOTE.

ATTORNEY'S REPORT

Attorney Ebers advised the Board the Superintendent advised him of a FEPC hearing on a former employee. He explained to the Board, the procedures. He requested the Superintendent turn over his file, so that his office can handle this matter.

Attorney Ebers advised the Board of the letter he had received from Attorney Sherman, indicating the estate did not own a three acre parcel which was questioned. Mr. Ebers advised he researched the matter and it is found to be owned by them. Discussion ensued. He also advised he is working on all items pertinent to Chevy Chase.

He indicated in updating the real estate files, he advised the Superintendent he would like to go through the park files in order to identify the material which is in our files.

Mr. Ebers advised he had received a response from Attorney Sherman relative to a letter the Superintendent wrote regarding Lake-Cook Road. This was turned over to the Superintendent.

MINUTES OF THE LIAISON BOARD OF
THE WHEELING PARK DISTRICT AND
THE WHEELING HISTORICAL SOCIETY
HELD MARCH 5, 1980

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ROLL CALL

The meeting was called to order by Chairman Datillo at 7:40 p.m. Members present were Shirley Mueller, Lorraine Lark, Sam Datillo, Jean Kavanagh, Tom Kavanagh. Absent: Frank Schnaitmann; Citizen at Large, Doris Kerr. Also present: David Phillips, Recording Secretary.

Guests Present: Glen Benson, Irene Dattilo, Clare Rudolph, Charles Rudolph members of the Society's Museum Committee ; Cris Irmiter, Alberta Klocke, Ed Klocke, members of the Childerley Committee; Pat Hancock, John Piazza, staff of Wheeling Park District.

APPROVAL OF MINUTES

The minutes of the previous meeting of June 14, 1979 were submitted for approval. Motion was made by Shirley Mueller, seconded by Jean Kavanagh to approve the minutes as presented. Roll being called, the following members voted:

AYE: S. Mueller, S. Datillo, J. Kavanagh, T. Kavanagh
NAY: None
ABSTAIN: L. Lark
ABSENT: F. Schnaitmann, D. Kerr

Motion Carried.

It was noted the Liaison Board invited the Society's Museum Committee and the Childerley Committee to the meeting to review the two major items appearing on the agenda, being I. Museum, II. Childerley. Motion was made by Lorraine Lark, seconded by Shirley Mueller to rearrange the agenda and move Childerley to Item I and the museum to Item II. Motion CARRIED.

COMMUNICATIONS:

There being neither written or verbal communications, the meeting proceeded.

UNFINISHED BUSINESS:

I. CHILDERLEY

- a. Chapel/Library- Jean requested a key to those buildings at Childerley for access. Discussion ensued. Lorraine reviewed Park Policy which states no keys would be given to other than Park District staff. It was advised a staff member lives at that site and if access is desired, to contact him. Director of Parks Piazza then reviewed the improvements on the library and chapel. He stated a new ceiling has been replaced in the library and a new roof also replaced on same. Discussion ensued relative to the missing tile in the Chapel. It was suggested by E. Klocke that tile be taken from under the radiators to use in the areas where it

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Motion was made by Lorraine Lark, seconded by Shirley Mueller to approve the plaque as presented. Carried by VOICE VOTE.

Following discussion, it was recommended that the Museum Committee and the B & G Committee to work on a Grand Opening.

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Lorraine Lark recommends to the Society that the two committees (Museum and Childerley) not be changed.

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ADJOURNMENT

Lorraine Lark invited the Childerley Committee to the Board of Park Commissioners meeting at Childerley on March 6, 1980 to go through files.

She requested a copy of the merger to be provided to the Liaison Board re: Curator.

There being no further business before the board, motion was made by Jean Kavanagh, seconded by Sam Datillo to adjourn the meeting at 10:37 p.m. Motion CARRIED.

Respectfully submitted,

Dave Phillips
Recording Secretary

BACK IN
AFFILIATION
2/21/77

The Wheeling Historical Society Meeting
Wednesday Evening September 22, 1976
Chamber Park Church

The meeting was called to order at (8 P.M.) by the President; Shirley Mueller with (13) members present and The Wheeling Park District President; Lorraine Lark; The Superintendent; Dave Phillips and (3) Commissioners; Robert Ross; Hugh Wilson; Mr Schneiden

The minutes of the previous meeting were read and approved of with correction of (\$69.60) paid for the bacon used for potato salad at the Brat N' Beer Fest.

The Treasurer reported as follows:

In checking account	\$1248.50	
Balance left after (38) bills paid check	4351.21	
Total on hand	5591.71	
Taken in for dues		\$ 48.00
Fourth of July J C's booth		65.31
Received for Brats left over		147.05
Donation from The Wheeling Woman's Club		50.00
" " Gloria Nikolich for Childerly		10.00
" " Dorothy Forke		25.00
Took in Brat N' Beer Fest	8660.89	
Brat N' Beer Profit		3074.22
Reported to Park District Auditor for Drapes as donation 7/25/74	470.23	
Water Bill Museum	11.50	
No Ill Gas	12.42	
Took out checking acct and put in Savings		2500.00

Bob Buerger made a Motion to accept the Treasurer's report as read but with the understanding to Ear-Mark the (\$10.00) donation from the party who donated this to our Brat N' Beer Fest especially for Childerly restoration. Lorraine Lark seconded this Motion which Carried.

Bob Buerger then made a Motion after some discussion about our Childerly property financial aids to set aside part of some of the savings account to go into a separate account for the Childerly project restoration and suggested (\$1,000.00) plus the (\$10.00) donation from this year's Brat N' Beer Fest to be placed in this special account. John Koeppen seconded this Motion which carried unanimously.

A letter from our Museum Director; Glen Benson stating he is submitting his resignation as our Director/but will maintain his membership with us.

Lorraine Lark made a Motion to accept his resignation and in recognition of his work for us be given a Placque designating his appreciation for his work to our Society. Bob Buerger seconded this Motion which carried.

A letter from The Lake County, Illinois Historical Society announcing their Dedication of a new Museum.

A letter from The Oak Park Society announcing the dates for the Loyd Wright home tours.

One from The Jim Campbell Band thanking our Society for the privilege of serving at our Brat N' Beer Fest again and that they are looking forward to the next year's affair in (1977).

A copy of letter addressed to Chief Marvin Horcher from the Research assistant of The Chicago Art Institute of the Painting and Sculpture department mentioning his delight in the Chief showing him around Childerly and his interest in the research of their painting.

One from the Community association chairman of our area of The Northwest Girl Scout Council of Cook County expressing their desire to serve us at any time. (Betsy Altman), chairman

June Brlowski our Curator suggested a membership Booth for our next year's Brat N' Beer Fest to encourage new members. She also said that it is important to keep the Museum open at the designated hours and those interested should sign up tonight on the Calendar to Mann.

Shirley Mueller our President told us she had met with The Wheeling Park District Board to go over our agreements and came to the final document of same kind of interest on both sides. That she with The commissioners checked the Museum on Milwaukee Avenue. Her announcement evolved into the expression and opinion of Mr Ross, a commissioner expressing who spoke of the building and grounds. Explaining his plans and recommendations for an annexation after it has been moved. That the building measures (30x25ft) with a (4000 sq ft basement space). That they plan to move this Fall to the Chamber Park on North Wolf Road. He also explained that the building would be too small for future expansion.

Lorraine Lark President of The Park District spoke and told us of her contact with The Calvert Foundation Association of The University of Chicago. She said that the contract had a stipulation to leave all artifacts as was, as the property with buildings is being purchased for the preservation for the purpose of Historical Preservation as had been published in the papers.

Lorraine Lark made a Motion to accept the proposed Budget as was presented by the Treasurer. Surly Koeppen seconded this Motion which carried unanimously.

John Koeppen made a Motion to amend agreement on Page (3) #2, and to accept for record to change from Director to Curator and also #5 to have Liaison Board appoint another member, if acceptable to Park Board before we sign agreement. Bob Buerger seconded this Motion which Carried. This to include to clarify on the records of Minutes.

As The appearance of The Wheeling Park Board at our meeting tonight was for the purpose of Signing of the Agreement By and Between The Wheeling Park District and The Wheeling Historical Society, and to finalize the agreement.

John Koeppen made a Motion to accept as presented and read the Agreement of Affiliation and to record this Signing of to-night on the date of September 22, 1976 on the Wheeling Historical Minutes. Bob Buerger seconded this Motion which Carried unanimously.

The agreement was signed to-night of September 22, 1976 in the presence of (13) members of The Wheeling Historical Society and The Wheeling Park District Board.

John Koeppen made a Motion to adjourn. Bob Buerger seconded this Motion which Carried. We adjourned at (9:45 P.M.).

Prathy Polke
secretary

such an estimate somewhere.

Doris Kerr asked why not split the money. Discussion ensued. Lorraine Lark called the question. Motion passed by hand count. \$5000 will be allocated to the Park District. The Committee will present itemized expenditures of how this \$5000 is spent in their reportings at future meetings.

- 2) BANK BALANCE - Charles Kerr asked what the new General Funds balance is. He was told \$4138.48. Glen Benson made a motion to appropriate \$2000 from the General Fund towards Childerley which would bring Childerley restoration fund to \$3170.03. Charles Kerr seconded. Motion passed. New balance - \$2138.48.
- 3) BRAT & BEER - The President thanked members for working so diligently at the Brat & Beer Festival. He said it was a success and that advice of results would be forthcoming from Park District. Doris Kerr made a motion that the Society's profits of the Brat & Beer be allocated to the Childerley Fund. Cris Irmiter seconded. Motion passed -- funds will be so allocated. Dorothy Foentge claimed the monies counted from the Brat & Beer before expenses exceeded \$9000. Charles Kerr asked when it was decided that the Historical Society receive only 25% of the profits and the balance to Park District. He was advised it was a verbal agreement made in a June meeting with Park District.

NEW BUSINESS

- 1) LOLLI-POP LANE - Lorraine Lark asked about Lolli-pop Lane. President Buerger felt the people liked it. Ed Klocke thought it was an annual event. Lorraine Lark made a motion to continue Lolli-pop Lane and asked for \$500 towards expenses. Cris Irmiter seconded. Motion passed by voice vote.
- 2) WASSAIL - Shirley Mueller made a motion that the Historical Society hold our annual Wassail in conjunction with Lolli-pop Lane requesting that \$300 be allocated towards expenses. Irene Datello seconded. Discussion ensued. Motion passed by voice vote.

(New operating balance in General Fund - \$1338.48.)

LOLLI-POP COMMITTEE: (From December 8 through December 18, 1979)
Co-Chairmen - Lorraine Lark and Shirley Mueller
Mr. & Mrs. Santa - Charles and Claire Rudolph
Mr. & Mrs. Santa - Charles and Doris Kerr
Helpers - Marshall Balling, Walter Diens and Bob Buerger
Cookies - Irene Datello

WASSAIL COMMITTEE - To be appointed later.

MINUTES OF
THE WHEELING HISTORICAL SOCIETY
SEPTEMBER 26, 1979

President Buerger called the meeting to order at 8:00 PM. He led the 20 members present in the pledge of allegiance to the flag. The President thanked the members for attending the meeting and apologized for the meetings that weren't called due to the long hours he worked this past summer.

COMMUNICATIONS -

- 1) Letter received from Park District announcing the Wheeling Theatre Group's showing of "Theatre In The Rough" on 10/2-3-4-5-10-11. Tickets- \$3.00 adults, \$2.00 senior citizens, ½ price for children under 12; and a special group rate for 10 or more.
- 2) Letter from David Phillips, Park District, requesting that the Historical Society make final determination regarding the amount of funds to be submitted towards the Museum. The President approved the contents of the letter and requested that the Committee of Shirley Mueller, Charles & Clara Rudolph, Ann Deutsch, Irene Datello and Glen Benson bring it forward during the meeting.

Minutes of the meeting of May 23rd were read. The President asked for corrections and/or additions. Since there were none, motion made by Lorraine Lark to approve minutes as read. Seconded by Charles Kerr. Motion passed by count of hands.

TREASURERS REPORT was read by Dorothy Floentge. Copy attached.

OLD BUSINESS

- 1) LIAISON BOARD MEETING was held this past summer to determine how monies should be allocated towards restoration of Childerley and completion of the Museum. Doris Kerr asked the amount going towards Childerley. Sam Datello hoped the \$5000 be allocated as requested by the Park District in order to complete the Museum and bring in the artifacts before winter. He was asked to put it in as a motion. He did; Lorraine Lark seconded for discussion. She said it was time to decide what portions of money are going to which place; that priorities on the money should be designated to allow the Committee to know what they have to work with. Although the \$1170.03 has been designated for Childerley and she is not opposed to the \$5000 towards the Museum, she felt more money was needed for Childerley. Sam Datello asked that we commit ourselves to spending more money for the Museum. Dorothy Foentge said she believed one project be completed rather than having two incom-pleted projects. Glen Benson wondered how much Park District would contribute towards this project; he was told \$43,000 has already been spent. Tom Kavanagh asked if an authority on historical buildings be consulted in order to get an estimate on the restoration of the chapel at Childerley. President Buerger thought there was

Childerly

The Wheeling Historical Society Meeting
Wednesday Evening September 22, 1976
Chamber Park Church

The meeting was called to order at (8 P.M.) by the President; Shirley Mueller with (13) members present and The Wheeling Park District President; Lorraine Lark; The Superintendent; Dave Phillips and (3) Commissioners; Robert Ross; Hugh Wilson; Mr Schneiden

The minutes of the previous meeting were read and approved of with correction of (\$69.60) paid for the bacon used for potato salad at the Brat N' Beer Fest.

The Treasurer reported as follows:

In checking account	\$1248.50	
Balance left after (38) bills paid check	4351.21	
Total on hand	5591.71	
Taken in for dues		\$ 48.00
Fourth of July J C's booth		65.31
Received for Brats left over		147.05
Donation from The Wheeling Woman's Club		50.00
" " Gloria Nikolich for Childerly		10.00
" " Dorothy Forke		25.00
Took in Brat N' Beer Fest	8660.89	
Brat N' Beer Profit		3074.22
Reported to Park District Auditor for Drapes as donation 7/25/74	470.23	
Water Bill Museum	11.50	
No Ill Gas	12.42	
Took out checking acct and put in Savings		2500.00

Bob Buerger made a Motion to accept the Treasurer's report as read but with the understanding to Ear-Mark the (\$10.00) donation from the party who donated this to our Brat N' Beer Fest especially for Childerly restoration. Lorraine Lark seconded this Motion which Carried.

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June Erlowski our Curator suggested a membership Booth for our next year's Brat N' Beer Fest to encourage new members. She also said that it is important to keep the Museum open at the designated hours and those interested should sign up tonight on the Calendar to Mann.

TO: Mary, Lisa, Deb
FROM: Dave and John
RE: Preliminary Land Plan-Childerley
DATE: 12/12/79

Subsequent to the November 30, 1979 brainstorming session we have taken the opportunity to review the park use section of our meeting notes.

We have sought to separate design features from general program usage so that the preliminary land plan can consider all present interests.

A. Park Design- Design Philosophy

After a careful analysis of the Childerley Park lands, it is felt that the primary considerations for future usage should fall under the following categories.

1. Passive
2. Educational/ Experience orientated.

B. Items listed under Park use which are general programs not requiring special design consideration are hereby summarized below:

- | | |
|---------------------------------------|--------------------------------|
| 1. Children's Camp | 9. Archery |
| 2. Outdoor Education | 10. Art Fair |
| 3. Retreats | 11. Theatre/Jazz |
| 4. Sr.Citizen Day Camp | 12. Winter Sports |
| 5. Basic Camping Workshop
Training | 13. Survival-Overnight Camping |
| 6. Adopt a Tree | 14. <i>Nature Trail</i> |
| 7. Astromony | |
| 8. Lawn Bowling | |

These items will be listed as program possibilities that will not require special design consideration.

C. Items under Park use found to be uncompatable with the design philosophy of the land usage plan are listed below:

1. Fit Trail- To Active -*Plan for Heritage Park West*
2. Greenhouse-Priority locations either Heritage Park or Chevy Chase.
3. Adventure Playground -Priority locations Horizon or Husky
4. Fishing- Priority location will be Heritage Park West.
5. Fire Circle- We must seek to not encourage fires on the ground. The fire circle would be supervised during our usage, but would lead to unauthorized and possibly careless usage by others.
6. Camp Cooking- The above mentioned reasoning would be applicable. Grills will be available.
7. Horses- No adequate area connecting trails.

D. Items listed under Park use that will be incorporated within the preliminary land plan will be:

1. Walk/bike trail-combined- extra width.
 - 1A. *Waterwheel*
 - 1B. *Game Tables*

2.

10. Volleyball- Orchard for picnics
2. Water fountains-from water line by house/shed/orchard
3. Picnic area-orchard
4. Washrooms-portable chemical toilets by orchard
5. Educational/experimental garden plots.
6. Flower gardens-by bird sanctuary & parking lot.
7. Bird sanctuary/quiet area
8. Park Benches-walks, orchard
9. Walkway/safety/security lighting-throughout
10. Cross country skiing-meadow
11. Ice rink-by parking lot
12. Frisbee Golf -meadow
13. Shuffle board-orchard area
14. Horseshoes-orchard
15. Grills=orchard area
16. Playground equip site-by parking lot. *PS and Intermediate*
17. Nature Trail-Separate bark chip paths in meadows. *-Delete (Moved to B)*

E. SUMMARY John will do a preliminary land plan based on the above (Section D) usages. He will note (Section B) the possible general programs not requiring special design criteria on the plan. We anticipate that the rough draft of the preliminary land usage plan will be available prior to our meeting of 1/10/80, at which time we can tear apart (if necessary) and redesign the park based on our combined input.

Please prepare your preliminary building usage plans with the same type of consideration for distribution prior to the 1/10/80 meeting so that we may all have an opportunity to review each others work and be able to have formed ideas that can be discussed and prepared for presentation to the Recreation Committee and Building and Grounds Committee and the Park Board.

TO: DAVE PHILLIPS
 FROM: MARY STRAUS
 RE: CHILDERLEY - ST. JOANS RECREATIONAL USE OF ROOMS
 DATE: JANUARY 4, 1980

Revised March 6, 1980
 Revised March 26, 1980

The Recreation Department and I have gone over our list of brainstorm ideas (from Meeting on November 30, 1979) and have organized and assigned them to a room in the St. Joan's House. Please review our list and comment on the possibilities.

- I. BASEMENT - Not measured - 3 rooms. (Brainstorm - Staff 3/6/80
 (Ventilation?)
- (1) Industrial Arts Room(s)
- A. Ceramics - Move to Holmes - Phased out
 - B. Woodworking - Move to Chevy Chase Club House Basement? No Direct Exit
 - C. Upholstery
 - D. Big Projects (staining, antiquing)
 - E. Woodshop - Move to Chevy Chase Club Ho. Basement - No Direct Exit.
 - F. Storage Area - Present coal room
- II. FIRST FLOOR
1. Porch (if enclosed) 35'9" x 11'7"
- A. Display area
 - B. Bulletin Boards
 - C. Reception Area
 - D. Information Shelves
 - E. Warming Shelter - added 1/10 - Board disagreed, consider other type of
 - F. Waiting Room - added 1/10 Warming Shelter, fireplace in area
 Porch area when enclosed 3/6/80 Warming shelter provided with ice rink
2. Living Room - 39'2" x 27'9"
- A. Waiting Room - Porch Area when enclosed
 - B. Library/Periodicals
 - ~~C. Meeting Room~~
 - D. Card Room, quiet game room
 - E. Exhibit area - until porch is enclosed
 - F. Reception area (if porch is not enclosed) - move to porch
 - G. Meetings - move upstairs
 - H. Movies, Slide presentations - move upstairs
 - I. Senior Day Camp - move upstairs
 - J. Senior Activity Room - Move upstairs
3. Kitchen & Study
 Kitchen 6'5" x 10'9" Study 13'2" x 11' (Bi-fold door)
- A. Cooking Classes
 - B. Preparations
 - 1. For meetings
 - 2. Daily activities (staff kitchen)
 - C. Demonstration, Special Events
 - 1. Recipe Exchange
 - 2. Bake-offs
 - 3. Special Events on grounds
 - D. Canning
 - E. Eating area and staff lounge
 - F. Storage (Pantry)

4. Bedroom (Large) 15'2" x 15'4" - ok, continue to monitor
 - A. Equipped Pre-School Active Room
5. Bedroom (Small) - 13'2"x 12'7" Narrows to 6'+ the last half of the room
 - A. Staff Office
 - B. Pre-School Office
 - C. Pre-School quiet area

III. SECOND FLOOR

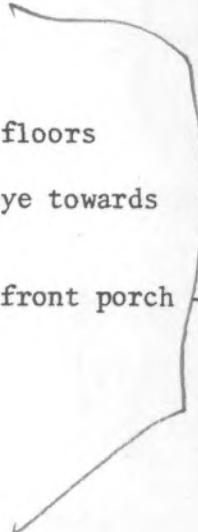
1. Bedroom(s) (next to Sun Porch) 12'x 17' & 15'4" x 19'10"
 - A. Storage area (extra area of small bedroom) - for coats, etc.
2. Fireplace Bedroom - 17'8" x 10'5" (look at soundproofing)
 - A. Music & Drama Room
 1. Community Sing
 2. Drama Workshops
 3. Practice Room
 4. Guitar
 5. Meetings
3. Middle Bedroom (large) - 13' x 10'5"
 - A. Seminars
 - B. Discussion Groups
 - C. Counseling
 - D. Small group meetings
 - E. Needlepoint
 - F. Embroidery
 - G. Quilting
 - H. Weaving
 - I. Crochet
 - J. Knitting
 - K. Macrame
 - L. Interior Decorating
4. Middle Bedroom (small) - 16'x 14'8"

Storage of equipment for second floor use

IV. THIRD FLOOR - Exit Needed

1. Large Bedroom - Arts Room - finish in a rustic way
18'10" x 12'4"
 - A. Painting
 - B. Drawing
 - C. Oils
 - D. Watercolors
2. Small Bedroom - Handicraft Room - not usable except for storage.

PENDING FUTURE ACTIONS:

1. Director of Parks to redo room measurements - all rooms - all floors
 2. Director of Parks to explore utilization of basement with an eye towards the lack of a direct outside exit.
 3. Director of Parks directed to prepare costs for enclosing the front porch implement.
- 



Wheeling Historical Society

251 North Wolf Road • Wheeling, Illinois 60090

March 3, 1981

Mr. David Phillips, Supt. of Parks
Wheeling Park Commissioners
Wheeling Park District
1000 N. Milwaukee Avenue
Wheeling, IL 60090

Re: Childerly Report

Dear Mr Phillips and Park Commissioners:

The following is a progress report to you and the Park Board, as to what has been accomplished to date on restoring the Lorraine E. Lark Chapel of the Orchard. Those of us on the committee are hoping for an April opening date.

For the last four Sundays we have been at the museum working diligently on restoring the kneelers and chairs that were left in the Chapel when the park district purchased the property. I'm happy to report that last Sunday we completed this project.

Approximate Cost: \$175.00

The Chapel Bells have been repaired and are now chiming on the hour. Spoke with Sister Michael at the Villa, she said it's a delightful sound. The bells ring everyday from 8:00 a.m. to 8:00 p.m.

Approximate Cost: \$ 80.00

We have completed the work on three of the four statues that will adorn the Chapel, we have only the statue of St. Francis to finish.

Approximate Cost: \$ 60.00

Don Lark has contacted a carpenter to rebuild the top window from the library that was completely rotted out. Work on this is already in progress.

Approximate Cost: \$350.00

March 3, 1981

Page 2

We are now ready to start the work at Childerly in the Chapel and library. Permission is requested from you, so that we may start working on this. We have set Sunday, March 8th as the starting date.

Following is a list of items that we feel will have to be taken care of before the Chapel and library may open:

1. Refinish all woodwork in library and Chapel.
- *2. Have altar moved from log cabin into library to see what repairs have to be made.
- *3. Measure floor in library for estimate on carpeting.
4. Measure windows in library for shutters.
- *5. Repaint both Chapel and library.
6. Refinish flooring in Chapel where altar will be placed.
- *7. Seal brick floor in Chapel.
- *8. Remove bee hives from entrance of Chapel -- the items with an asterich indicate park assistance will be required.

There is one final item I would like to make you aware of. I spent 2½ hours meeting with the Schneider sisters and Ethel Wieder in hopes of obtaining some of the history of Wheeling. Our conversation is on tape and we will be meeting again. On Tuesday, March 3rd, I have a meeting with Mr. Jack Bingham, Jack's father was employed on the Lillie farm. I have also contacted Mrs. Gettrude Lillie and will be meeting with her in the near future. I have also made contact with a Mr. Foss, from him I was able to obtain the addresses of some of the Priests that visited Childerly. The information I am compiling will all be on tape and when all is compiled I hope it will enable the Park District to have the property listed with the National Register of Historical Places with the National Park Service of the United States Department of the Interior.

I hope this report will bring you up-to-date, and meet with your approval, so that we may continue with the restoration of the Lorraine E. Lark Chapel.

Very truly yours,



Alberta F. Klocke
Childerly Committee

CHILDERLEY

MINUTES OF THE LIAISON BOARD OF
THE WHEELING PARK DISTRICT AND
THE WHEELING HISTORICAL SOCIETY
HELD MARCH 5, 1980

The meeting of the Liaison Board of the Wheeling Park District and the Wheeling Historical Society was held at Wheeling Historical Museum, 251 N. Wolf Road, Wheeling, Il. on Wednesday, March 5, 1980 at 7:30 p.m.

ROLL CALL

The meeting was called to order by Chairman Datillo at 7:40 p.m. Members present were Shirley Mueller, Lorraine Lark, Sam Datillo, Jean Kavanagh, Tom Kavanagh. Absent: Frank Schnaitmann; Citizen at Large, Doris Kerr. Also present: David Phillips, Recording Secretary.

Guests Present: Glen Benson, Irene Datillo, Clare Rudolph, Charles Rudolph members of the Society's Museum Committee; Cris Irmiter, Alberta Klocke, Ed Klocke, members of the Childerley Committee; Pat Hancock, John Piazza, staff of Wheeling Park District.

APPROVAL OF MINUTES

The minutes of the previous meeting of June 14, 1979 were submitted for approval. Motion was made by Shirley Mueller, seconded by Jean Kavanagh to approve the minutes as presented. Roll being called, the following members voted:

- AYE: S. Mueller, S. Datillo, J. Kavanagh, T. Kavanagh
- NAY: None
- ABSTAIN: L. Lark
- ABSENT: F. Schnaitmann, D. Kerr

Motion Carried.

It was noted the Liaison Board invited the Society's Museum Committee and the Childerley Committee to the meeting to review the two major items appearing on the agenda, being I. Museum, II. Childerley. Motion was made by Lorraine Lark, seconded by Shirley Mueller to rearrange the agenda and move Childerley to Item I and the museum to Item II. Motion CARRIED.

COMMUNICATIONS:

There being neither written or verbal communications, the meeting proceeded.

UNFINISHED BUSINESS:

I. CHILDERLEY

- a. Chapel/Library: Jean requested a key to those buildings at Childerley for access. Discussion ensued. Lorraine reviewed Park Policy which states no keys would be given to other than Park District staff. It was advised a staff member lives at that site and if access is desired, to contact him. Director of Parks Piazza then reviewed the improvements on the library and chapel. He stated a new ceiling has been replaced in the library and a new roof also replaced on same. Discussion ensued relative to the missing tile in the Chapel. It was suggested by E. Klocke that tile be taken from under the radiators to use in the areas where it

is missing. Discussion ensued relative to securing the buildings. Motion was made by Lorraine Lark, seconded by Shirley Mueller to determine the cost to put wire mesh over the windows and install alarms at those two buildings, to install security lights, rewiring of the interior electrical system and the cost to replace windows which have been broken. Motion carried by VOICE VOTE. These costs are to be budgeted from the General Corporate Fund by the Wheeling Park District if approved by the Board of Park Commissioners.

John was requested to have a schedule for completion and to provide copies to the Board of Park Commissioners with copies also going to the Wheeling Historical Society.

Usage Possibilities of the buildings were discussed. Motion was made by Lorraine Lark, seconded by Jean Kavanagh that the chapel and library not to be used for physical activities. Motion carried by VOICE VOTE.

Motion was made by Lorraine Lark, seconded by Jean Kavanagh that the possible usage of the Chapel to be 1) as a church-non-sectarian, 2) weddings 3) show place for tours, 4) retreat/meditation. Motion carried by VOICE VOTE.

Motion was made by Lorraine Lark, seconded by Shirley Mueller that the library usage to be considered is 1) a historical showplace for memorabilia, 2) lectures/educational 3) meetings. Motion carried by VOICE VOTE.

- b. Cabin - Discussion ensued relative to the condition of the little cabin. It was noted that historical documentation is needed to prove historical value. The Childerley Committee is doing the leg work to save costs. The Historical Society was requested to make their recorder and tapes available to the Childerley Committee. Chairman Datillo advised he would bring this request to the membership.
- c. Flower Garden- Discussion ensued relative to the garden (court yard located between the library and cabin). Director of Parks Piazza advised there is repair work to be done on the wall enclosing the garden. Motion was made by Lorraine Lark, seconded by Jean Kavanagh that volunteers from both the park district and the Society to clear, roto-till and make the ground ready for planting. It was noted flowers reflecting the period in time when it was built, to be planted. Dave was asked for use of his roto-tiller. Motion carried by VOICE VOTE.
- d. Grants/Grant Specialist- Discussion ensued relative to a Grant Specialist. It was agreed that Jean Kavanagh would pursue the background information and when compiled, a Grant Specialist to be retained by the Park District with Board of Park Commissioners concurrence.
- e. Adopt a tree- The program suggested by Jean Kavanagh is for public to adopt an existing tree at Childerley and to pay for support of that particular tree for a year such as maintenance and the end result, they would be able to harvest the crop. Cost figures are to be checked into by park district. Dave advised this program will appear in the park

II. MUSEUM

- a. Director- Discussion ensued relative to hiring of a Museum Assistant. Dave advised the park is seeking such a person through CETA program. This person will be employed by the park district and work in conjunction with the Wheeling Historical Society. This item to be pursued.
- b. Name of Museum- The name of the museum previously submitted by Park Board and confirmed by the Wheeling Historical Society, reads as such: Wheeling Historical Museum
- c. Construction Status Report- Director of Park Piazza advised of the work necessary for completion. He advised the benches have to be replaced at the front of the building- planned for spring. Two holes in the wall to be patched and final clean up after all preparation is completed. It was advised the curtains have been received but will not be put up until all work is completed.

He also advised on the exterior, the following work needs to be done. Walks-blacktop, possible reseeding, paint exterior doors and railings. Dave advised Klem Nursery would design the landscaping at no fee, but implementation is to be done by the park district. It was suggested the existing gas light be changed to electric.

- d. Sign- It was noted the sign on the front of the building needs to be repainted and name changed. Lorraine Lark advised she will check into this item.
- e. Grand Opening- Office Manager Hancock requested input from the Board as to their feelings and direction. Discussion ensued. Lorraine suggested Memorial Day following the parade for the dedication and grand opening. John advised with the work schedule he is carrying, he could not guarantee all the work would be finished. Pat is to check with Marge Ranine for the day the parade will be held. July 4th was also a possibility.

Discussion ensued relative to the plaque dedicating the building, which was presented by the Board of Park Commissioners and reads:

Wheeling Historical Museum
Rededicated 1980
By The
Wheeling Park District and
Wheeling Historical Society

Motion was made by Lorraine Lark, seconded by Shirley Mueller to approve the plaque as presented. Carried by VOICE VOTE.

Following discussion, it was recommended that the Museum Committee and the B & G Committee to work on a Grand Opening.

- f. Arrangement of Displays- Discussion ensued relative to the arrangement of the displays. It was agreed the Historical Society to do the clean up work. Sam, Geln and Charley to wash cases. They advised the date of March 16, 1980 is planned to set up displays.

Lorraine Lark recommends to the Society that the two committees (Museum and Childerley) not be changed.

- g. Accessibility- Discussion ensued relative to the amount of keys to be made available. Sam felt the Society should have keys for easy access. Following discussion, Lorraine Lark suggested and Shirley Mueller confirmed that Sam be the person for the Society that has a key, upon the approval of the Board of Park Commissioners. Motion CARRIED.

ADJOURNMENT

Lorraine Lark invited the Childerley Committee to the Board of Park Commissioners meeting at Childerley on March 6, 1980 to go through files.

She requested a copy of the merger to be provided to the Liaison Board re: Curator.

There being no further business before the board, motion was made by Jean Kavanagh, seconded by Sam Datillo to adjourn the meeting at 10:37 p.m. Motion CARRIED.

Respectfully submitted,

Dave Phillips
Recording Secretary

WHEELING PARK DISTRICT AND WHEELING HISTORICAL SOCIETY
LIAISON BOARD AGENDA- MARCH 5, 1980

I. Call to order: Chairman Datillo

II. Roll Call:

<u>Park District Reprs.</u>	<u>Society Reprs.</u>	<u>Citizen At Large</u>
Shirley Mueller ^A	Sam Dattilo ^A	Doris Kerr ^A
Lorraine Lark ^A	Jean Kavanagh ^A	
Frank Schnaitmann ^A	Tom Kavanagh ^A	

III. Introduction of Guests

IV. Approval of Minutes of June 14, 1979

V. Communication

a. Written ^{none} b. Verbal ^{none}

VI. → Unfinished Business:

II * I. MUSEUM

- a. Director
- b. Name of Museum
- c. Construction Status Report
- d. Sign
- e. Grand Opening
- f. Arrangement of Displays
- g. Accessibility
- h.
- i.

I * XI. CHILDERLEY

- a. Chapel/Library
- b. Cabins
- c. Flower Garden
- d. Grants/Grants Specialist
- e. Adopt-a-Tree
- f.
- g.

VII. Adjournment

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF PARK COMMISSIONERS
OF THE WHEELING PARK DISTRICT
HELD MARCH 6, 1980

The regular meeting of the Board of Park Commissioners of the Wheeling Park District, Cook and Lake Counties, Illinois was held at Childerley Park (St. Joan's House) 506 McHenry Road, Wheeling, Illinois on March 6, 1980 at 8:00 p.m.

CALL TO ORDER

The meeting was called to order at 8:30 p.m., by President Schnaitmann, following the Committee Meetings which were scheduled for 7:00 p.m. Commissioners in attendance were: Shirley Mueller, Frank Schnaitmann, Glenn Meier, Edward Klocke and Lorraine Lark. Also in attendance were: David F. Phillips, Superintendent; Director of Parks, John Piazza; Director of Finance, Ed Lockwood; Foreman, Martin Staton; Recreation Coordinators, Debbie Carlson, Lisa Anderson; Attorney, Earl Ebers; and Recording Secretary, Patricia Hancock.

Guests: Mr. John Marlowe, Richard D. Wright II, Dance Promoters.

AGENDA-Additons/Deletions/Corrections

There being no additons/deletions/corrections to the agenda, it was accepted and placed on file.

APPROVAL OF MINUTES

The minutes of the regular meeting of February 21, 1980 were submitted for approval. Motion was made by Commissioner Meier, seconded by Commissioner Klocke to approve the minutes as presented. Roll being called, the following Commissioners voted:

AYE: F. Schnaitmann, G. Meier, E. Klocke
ABST: L. Lark, S. Mueller
NAY: None

Whereupon the minutes of February 21, 1980 were APPROVED.

APPROVAL OF MANUAL CHECKS

The approval of manual checks was deferred to later in the evening upon review and approval of the Finance Chairman.

WRITTEN COMMUNICATIONS:

In addition to the correspondence previously submitted to the Board for review, the Superintendent presented the following:

1. Invitation to the President and Board of Park Commissioners, received from Prospect Heights City Administrator, Sturgell re: State of the City Program. Commissioner Lark noted their letter of 2/21/80. Commissioners advised Superintendent they would not be able to attend and was given direction to respond.

UNFINISHED BUSINESS

- a. Mechanical Bid- Discussion ensued relative to the mechanical work on the kitchen at the Club House. Upon the Attorney's recommendation, the Board considered all factors presented by staff and motion was made by Commissioner Klocke, seconded by Commissioner Meier, that due to the emergency nature of the conditions, the other bids be rejected and the bid be awarded to Lahos Heating Company in an amount not to exceed \$21,628.00. Roll being called, the following Commissioners voted:

AYE: S. Mueller, F. Schnaitmann, G. Meier, E. Klocke

NAY: L. Lark

Motion CARRIED.

NEW BUSINESS

None

Commissioner Lark advised the Park Board, the Liaison Board had met the previous evening and the discussion centered around both Childerley and the Museum. Copies of the minutes of the Liaison Board were given to each Commissioner for review. Commissioner Lark advised she would go through the motions which had taken place and approved and requested approval from the Park Board.

She noted in the discussion relative to Childerley, that much damage has been done to the library. The major concern of the Liaison Board was security. Commissioner Lark made a motion that upon the Liaison Board's recommendation, relative to determining cost factor for wire mesh over windows of the library, installation of an alarm to the chapel and the library, installation of security lights throughout the park, rewiring of the interior electrical system in the library and the cost to replace the windows broken. Motion was seconded by Commissioner Mueller the cost factor be researched. Carried by VOICE VOTE.

She noted usage of the chapel was discussed and approved by the Liaison Board, therefore motion was made by Commissioner Lark, seconded by Commissioner Mueller, the designated use of the chapel be: 1. as a church non-sectarian, 2. weddings 3. show place for tours and 4. retreat/meditation area. The Board concurred. Motion carried by VOICE VOTE.

The Liaison Board discussed and approved usage of the library. Motion was made by Commissioner Lark, upon recommendation of the Liaison Board, that the library usage should be considered as a 1. historical showplace for memorabilia, 2. lectures/ educational and 3. meetings. Motion was seconded by Commissioner Mueller. The Board concurred and motion carried by VOICE VOTE.

Commissioner Lark advised the flower garden between the library and log cabin were discussed, and that repair work done to that area, be sought through volunteers from both the park and Historical Society to clear, rototill and make the ground ready for planting. The final discussion revolved around the planting of that area and it was agreed that flowers from the period of 1825 should be planted. Commissioner Lark made a motion to approve the Liaison Boards recommendation, seconded by Commissioner Mueller. The Board concurred and motion carried by VOICE VOTE.

Commissioner Lark made a motion that the Park District concur with the Liaison

Board's recommendation, that the chapel and library not be used for physical activities. Seconded by Commissioner Klocke. Motion carried by VOICE VOTE.

She advised the Liaison Board recommends that a plaque be prepared for re-dedication of the museum to read as follows:

Wheeling Historical Museum
Rededicated 1980 By The
Wheeling Park District And
The Wheeling Historical Society

Motion was made by Commissioner Lark, seconded by Commissioner Mueller, the Park Board concur and approve said plaque. Motion carried by VOICE VOTE.

It was noted that the Museum Committee of the Society and the Building and Grounds Committee of the Wheeling Park District will work on the Grand Opening celebration with the staff of the Park District on the re-dedication project.

Commissioner Lark advised discussion had ensued relative to keys to the museum-how many, and to whom should they be given. She noted the Museum Committee has established a date of March 16th to start getting the display area established.

After lengthy discussion, it was approved in a motion by the Liaison Board, that Mr. Sam Datillo be given the only key (other than park personnel.) Motion was made by Commissioner Lark, seconded by Commissioner Klocke to concur with that decision and give one key to Mr. Datillo. Motion carried by VOICE VOTE.

ATTORNEY'S REPORT

Attorney Ebers advised the Board the Superintendent advised him of a FEPC hearing on a former employee. He explained to the Board, the procedures. He requested the Superintendent turn over his file, so that his office can handle this matter.

Attorney Ebers advised the Board of the letter he had received from Attorney Sherman, indicating the estate did not own a three acre parcel which was questioned. Mr. Ebers advised he researched the matter and it is found to be owned by them. Discussion ensued. He also advised he is working on all items pertinent to Chevy Chase.

He indicated in updating the real estate files, he advised the Superintendent he would like to go through the park files in order to identify the material which is in our files.

Mr. Ebers advised he had received a response from Attorney Sherman relative to a letter the Superintendent wrote regarding Lake-Cook Road. This was turned over to the Superintendent.

MINUTES OF THE LIAISON BOARD OF
THE WHEELING PARK DISTRICT AND
THE WHEELING HISTORICAL SOCIETY
HELD MARCH 5, 1980

The meeting of the Liaison Board of the Wheeling Park District and the Wheeling Historical Society was held at Wheeling Historical Museum, 251 N. Wolf Road, Wheeling, Il. on Wednesday, March 5, 1980 at 7:30 p.m.

ROLL CALL

The meeting was called to order by Chairman Datillo at 7:40 p.m. Members present were Shirley Mueller, Lorraine Lark, Sam Datillo, Jean Kavanagh, Tom Kavanagh. Absent: Frank Schnaitmann; Citizen at Large, Doris Kerr. Also present: David Phillips, Recording Secretary.

Guests Present: Glen Benson, Irene Dattilo, Clare Rudolph, Charles Rudolph members of the Society's Museum Committee ; Cris Irmiter, Alberta Klocke, Ed Klocke, members of the Childerley Committee; Pat Hancock, John Piazza, staff of Wheeling Park District.

APPROVAL OF MINUTES

The minutes of the previous meeting of June 14, 1979 were submitted for approval. Motion was made by Shirley Mueller, seconded by Jean Kavanagh to approve the minutes as presented. Roll being called, the following members voted:

AYE: S.Mueller, S.Datillo, J.Kavanagh, T.Kavanagh
NAY: None
ABSTAIN: L.Lark
ABSENT: F.Schnaitmann, D.Kerr

Motion Carried.

It was noted the Liaison Board invited the Society's Museum Committee and the Childerley Committee to the meeting to review the two major items appearing on the agenda, being I. Museum, II. Childerley. Motion was made by Lorraine Lark , seconded by Shirley Mueller to rearrange the agenda and move Childerley to Item I and the museum to Item II. Motion CARRIED.

COMMUNICATIONS:

There being neither written or verbal communications, the meeting proceeded.

UNFINISHED BUSINESS:

I. CHILDERLEY

- a. Chapel/Library- Jean requested a key to those buildings at Childerley for access. Discussion ensued. Lorraine reviewed Park Policy which states no keys would be given to other than Park District staff. It was advised a staff member lives at that site and if access is desired, to contact him. Director of Parks Piazza then reviewed the improvements on the library and chapel. He stated a new ceiling has been replaced in the library and a new roof also replaced on same. Discussion ensued relative to the missing tile in the Chapel. It was suggested by E.Klocke that tile be taken from under the radiators to use in the areas where it

is missing. Discussion ensued relative to securing the buildings. Motion was made by Lorraine Lark, seconded by Shirley Mueller to determine the cost to put wire mesh over the windows and install alarms at those two buildings, to install security lights, rewiring of the interior electrical system and the cost to replace windows which have been broken. Motion carried by VOICE VOTE. These costs are to be budgeted from the General Corporate Fund by the Wheeling Park District if approved by the Board of Park Commissioners.

John was requested to have a schedule for completion and to provide copies to the Board of Park Commissioners with copies also going to the Wheeling Historical Society.

Usage Possibilities of the buildings were discussed. Motion was made by Lorraine Lark, seconded by Jean Kavanagh that the chapel and library not to be used for physical activities. Motion carried by VOICE VOTE.

Motion was made by Lorraine Lark, seconded by Jean Kavanagh that the possible usage of the Chapel to be 1) as a church-non-sectarian, 2) weddings 3) show place for tours, 4) retreat/meditation. Motion carried by VOICE VOTE.

Motion was made by Lorraine Lark, seconded by Shirley Mueller that the library usage to be considered is 1) a historical showplace for memorabilia, 2) lectures/educational 3) meetings. Motion carried by VOICE VOTE.

- b. Cabin - Discussion ensued relative to the condition of the little cabin. It was noted that historical documentation is needed to prove historical value. The Childerley Committee is doing the leg work to save costs. The Historical Society was requested to make their recorder and tapes available to the Childerley Committee. Chairman Datillo advised he would bring this request to the membership.
- c. Flower Garden- Discussion ensued relative to the garden (court yard located between the library and cabin). Director of Parks Piazza advised there is repair work to be done on the wall enclosing the garden. Motion was made by Lorraine Lark, seconded by Jean Kavanagh that volunteers from both the park district and the Society to clear, roto-till and make the ground ready for planting. It was noted flowers reflecting the period in time when it was built, to be planted. Dave was asked for use of his roto-tiller. Motion carried by VOICE VOTE.
- d. Grants/Grant Specialist- Discussion ensued relative to a Grant Specialist. It was agreed that Jean Kavanagh would pursue the background information and when compiled, a Grant Specialist to be retained by the Park District with Board of Park Commissioners concurrence.
- e. Adopt a tree- The program suggested by Jean Kavanagh is for public to adopt an existing tree at Childerley and to pay for support of that particular tree for a year such as maintenance and the end result, they would be able to harvest the crop. Cost figures are to be checked into by park district. Dave advised this program will appear in the park brochure.

II. MUSEUM

- a. Director- Discussion ensued relative to hiring of a Museum Assistant. Dave advised the park is seeking such a person through CETA program. This person will be employed by the park district and work in conjunction with the Wheeling Historical Society. This item to be pursued.
- b. Name of Museum- The name of the museum previously submitted by Park Board and confirmed by the Wheeling Historical Society, reads as such:
Wheeling Historical Museum
- c. Construction Status Report- Director of Park Piazza advised of the work necessary for completion. He advised the benches have to be replaced at the front of the building- planned for spring. Two holes in the wall to be patched and final clean up after all preparation is completed. It was advised the curtains have been received but will not be put up until all work is completed.

He also advised on the exterior, the following work needs to be done. Walks-blacktop, possible reseeding, paint exterior doors and railings. Dave advised Klem Nursery would design the landscaping at no fee, but implementation is to be done by the park district. It was suggested the existing gas light be changed to electric.

- d. Sign- It was noted the sign on the front of the building needs to be repainted and name changed. Lorraine Lark advised she will check into this item.
- e. Grand Opening- Office Manager Hancock requested input from the Board as to their feelings and direction. Discussion ensued. Lorraine suggested Memorial Day following the parade for the dedication and grand opening. John advised with the work schedule he is carrying, he could not guarantee all the work would be finished. Pat is to check with Marge Ranine for the day the parade will be held. July 4th was also a possibility.

Discussion ensued relative to the plaque dedicating the building, which was presented by the Board of Park Commissioners and reads:

Wheeling Historical Museum
Rededicated 1980
By The
Wheeling Park District and
Wheeling Historical Society

Motion was made by Lorraine Lark, seconded by Shirley Mueller to approve the plaque as presented. Carried by VOICE VOTE.

Following discussion, it was recommended that the Museum Committee and the B & G Committee to work on a Grand Opening.

- f. Arrangement of Displays- Discussion ensued relative to the arrangement of the displays. It was agreed the Historical Society to do the clean up work. Sam, Geln and Charley to wash cases. They advised the date of March 16, 1980 is planned to set up displays.

Lorraine Lark recommends to the Society that the two committees (Museum and Childerley) not be changed.

3/5/80

- g. Accessibility- Discussion ensued relative to the amount of keys to be made available. Sam felt the Society should have keys for easy access. Following discussion, Lorraine Lark suggested and Shirley Mueller confirmed that Sam be the person for the Society that has a key, upon the approval of the Board of Park Commissioners. Motion CARRIED.

ADJOURNMENT

Lorraine Lark invited the Childerley Committee to the Board of Park Commissioners meeting at Childerley on March 6, 1980 to go through files.

She requested a copy of the merger to be provided to the Liaison Board re: Curator.

There being no further business before the board, motion was made by Jean Kavanagh, seconded by Sam Datillo to adjourn the meeting at 10:37 p.m. Motion CARRIED.

Respectfully submitted,

Dave Phillips
Recording Secretary

BACK IN
AFFILIATION
7/11/76

The Wheeling Historical Society Meeting
Wednesday Evening September 22, 1976
Chamber Park Church

The meeting was called to order at (8 P.M.) by the President; Shirley Mueller with (13) members present and The Wheeling Park District President; Lorraine Lark; The Superintendent; Dave Phillips and (3) Commissioners; Robert Ross; Hugh Wilson; Mr Schneiden

The minutes of the previous meeting were read and approved of with correction of (\$69.60) paid for the bacon used for potato salad at the Brat N' Beer Fest.

The Treasurer reported as follows:

In checking account	\$1248.50	
Balance left after (38) bills paid check	4351.21	
Total on hand	5591.71	
Taken in for dues		\$ 48.00
Fourth of July J C's booth		65.31
Received for Brats left over		147.05
Donation from The Wheeling Woman's Club		50.00
" " Gloria Nikolich for Childerly		10.00
" " Dorothy Forke		25.00
Took in Brat N' Neer Fest	8660.89	
Brat N' Beer Profit		3074.22
Reported to Park District Auditor for Drapes as donation 7/25/74	470.23	
Water Bill Museum	11.50	
No Ill Gas	12.42	
Took out checking acct and put in Savings		2500.00

Bob Buerger made a Motion to accept the Treasurer's report as read but with the understanding to Ear-Mark the (\$10.00) donation from the party who donated this to our Brat N' Beer Fest especially for Childerly restoration. Lorraine Lark seconded this Motion which Carried.

Bob Buerger than made a Motion after some discussion about our Childerly property financial aids to set aside part of some of the savings account to go into a separate account for the Childerly project restoration and suggested (\$1,000.00) plus the (\$10.00) donation from this year's Brat N' Beer Fest to be placed in this special account. John Koeppen medended this Motion which carried unanimously.

A letter from our Museum Director; Glen Benson stating he is submitting his resignation as our Director/but will maintain his membership with us.

Lorraine Lark made a Motion to accept his resignation and in recognition of his work for us be given a Placque designating his appreciation for his work to our Society. Bob Buerger seconded this Motion which carried.

A letter from The Lake County, Illinois Historical Society announcing their Dedication of a new Museum.

A letter from The Oak Park Society announcing the dates for the Loyd Wright home tours.

One from The Jim Campbell Band thanking our Society for the privilege of serving at our Brat N' Beer Fest again and that they are looking forward to the next year's affair in (1977).

A copy of letter addressed to Chief Marvin Horcher from the Research assistant of The Chicago Art Institute of the Painting and Sculpture department mentioning his delight in the Chief showing him around Childerly and his interest in the research of their painting.

One from the Community association chairman of our are of The Northwest Girl Scout Council of Cook County expressing their desire to serve us at any time. (Betsy Altman), chairman

June Brlowski our Curator suggested a membership Booth for our next year's Brat N' Beer Fest to encourage new members. She also said that it is important to keep the Museum open at the designated hours and those interested should sign up tonight on the Calendar to Mann.

TO: Wheeling Historical Society and Wheeling Park District Board of
Park Commissioners
FROM: David F. Phillips, Superintendent of Parks & Recreation *DJP*
RE: Liaison Board
DATE: February 24, 1981

BACKGROUND

Please refer to:

February 9, 1981 memo from Director of Parks Piazza - attached.
February 4, 1981 memo, RE: Affiliation Agreement from Superintendent Phillips -
see Affiliation Agreement section.

CURRENT STATUS

From review of the February 9, 1981 memorandum and from the minutes of the Liaison Board, it appears that the primary discussions and decisions have dealt with the make-up of the Liaison Board.

The Liaison Board, since its formation has met five times in 4½ years:

April 27, 1977
May 12, 1977
February 9, 1978
June 14, 1979
March 5, 1980

SUGGESTED FUTURE DIRECTION

1. The Liaison Board is the natural group to pursue and determine the joint direction of both parties of the Affiliation Agreement. Each segment of this packet ultimately could be cleared through the Liaison Board.
2. The powers of the Liaison Board should be reviewed and documented. Neither Board should (or could) delegate the decision making responsibility to the Liaison Board, but the Liaison Board should be viewed as the clearinghouse and sounding board of ideas and/or concerns by the Wheeling Historical Society and the Wheeling Park District, prior to official action being recommended to each Board by the assigned representatives to the Liaison Board.
3. The Liaison Board could be vested with the responsibility and authority to develop a series of goals, objectives, action steps and timetables (please refer to the Finance section recommendations).
4. Official action should be taken to amend the Affiliation Agreement changing the number of members to seven (7) (please refer to the section dealing with Affiliation Agreement and the accompanying recommendations).
5. Pre-determined quarterly meetings should be set (Example: 1st Wednesday - January, April, July, October) and others called as needed by either party's representatives. This would help insure that the meetings, as mandated in the Affiliation Agreement, would be held.

TO: David F. Phillips, Superintendent of Parks & Recreation
Wheeling Park District
FROM: John Piazza, Director of Parks
RE: Liaison Board Background
DATE: February 9, 1981

The establishment of the Liaison Board was the direct result of the affiliation agreement between the Wheeling Historical Society and the Wheeling Park District. This agreement had been signed on October 7 and 11, 1976. Both portions of this agreement agreed to the following:

"A Liaison Board will be appointed consisting of: 1) a member of Society Board of Directors 2) Society Curator 3) a Commissioner of the Park District 4) Superintendent of Park District 5) a member of community acceptable to above mentioned members."

"The four members representing the parties hereto shall be appointed by the governing boards of each of the parties hereto within 60 days of the execution of this agreement. The fifth member shall be appointed at the first meeting of the Liaison Board. The Board shall have the authority to choose a chairman and secretary and set times for meetings (which shall not be held less than quarterly during each calendar year.)

The Liaison Board shall develop and recommend to Park District and Society Boards policies to be adopted pertaining to the implementation of this agreement, which when approved by Park District shall be the policies governing the Liaison Board."

On February 16, 1977 at a meeting of the Liaison Board of the Wheeling Park District and the Wheeling Historical Society "motion was made by Bob Buerger, seconded by June Orlovski to raise the members of the Liaison Board to 7, and recommended this be presented to the Wheeling Park District for review and approval."

"This board would consist of:

Park District- Superintendent Phillips, and two Commissioners
(Lorraine Lark and one other Commissioner"
by the Society.)

Historical Society-Bob Buerger, Curator, June Orlovski and one other
member to be selected by Society.)

Citizen at Large- Robert Ross

Motion Carried"

"On February 17, 1977 at a regularly scheduled meeting of the Wheeling Park District Board of Park Commissioners, motion was made by Commissioner Lark, seconded by Commissioner Ross that the Liaison Board be expanded from 5 to 7 members, 3 from the Park, 3 from the Wheeling Historical Society and 1 citizen at large. Motion carried by voice vote."

"On February 23, 1977 at a regularly scheduled meeting of the Wheeling Historical Society." Bob Buerger announced that the Liaison Board had a meeting with all members and after some discussion they decided to increase the Board members

Liaison Board
February 9, 1981

2.

with (1) member from the Historical Society and (1) from the Park District.

Bob Buerger made a motion to change and increase the amendment to the Liaison Board adding (2) more members, one from each organization. Lorraine Lark seconded this motion which carried."

THE WHEELING HISTORICAL SOCIETY MEETING
February 23, 1977
Place: The Chamber Park Church

The meeting was called to order by President; Shirley Mueller with (20) members present.

The minutes of the previous meeting were approved of as read.

Correspondence:

A letter from Madge Hotchkiss an ex-resident of Wheeling asking about her previous letter to us pertaining to the antique wall phones she loaned to our Society back in (1968), and stating she will definitely force collection for them for a higher amount of (\$385.00) if she is not compensated within (15 days) from the receipt of this letter which is dated 1/28/77.

A letter from a Christopher Bock of Kansas City, Missouri inquiring for information about his ancestor a (Christopher Bock) who lived in Wheeling around the (1850's).

The Treasurer's report was given by Clifford Foerster.

In checking account	\$ 415.00
Red Book Balance	3331.40
Dues received to-nite - Ed & Alberta Klocke	5.00
A return of (\$42.25) from Lorraine Lark from the advanced (\$250.00) for incidentals of Lolli-pop-Lane	42.25
Income from Xmas cookie sale '76	171.69

The Treasurer's report to be Filed for Audit.

Old Business:

Lorraine Lark gave a detailed report of last December '76 Lolli-pop-Lane and thanked all who helped to make another successful one. Stating that she received many compliments from parents who remarked that it was so nice to bring their children here to see Santa with such a lovely Holiday atmosphere instead of driving further out to some other place, such as the shopping centers which are so crowded at this time. She also remarked about the success of the Wassill Bowl Party which was also well attended and that so many were curious as to her secret recipe. She then proceeded to explain to us a new Idea she thought would be good as a financial benefit for the Society; like the Xmas card she received this past year from her Mother in the form of folder with a photo of a church on-top and an appropriate verse enclosed and that Chuck Mihalik could make up for us with a photo in color of the Chamber Park Church.

Lorraine then moved to place this suggestion with the Executive Board and to have them report at the next meeting. Bob Ross seconded this Motion. The Motion Carried.

Lorraine Lark made a Motion to send (\$25.00) to The Wheeling Choral Group of the Madgrial Singers for their performances at our Lolli-pop-Lane opening and Wassill Bowl Party. Bob Buerger seconded this Motion which Carried unanimously.

Bob Buerger announced that the Laison Board had a meeting with all members and after some discussion they decided to increase the Board members with (1) member from The Historical Society and (1) from the Park District.

Bob Buerger made a Motion to change and increase the amendment to the Laison Board adding (2) more members, one from each organization. Lorraine Lark seconded this Motion which Carried.

Glen Benson made a Motion to make Shirley Mueller the (3rd) member of our group. Irene Dattilo seconded this Motion which Carried.

Lorraine Lark moved to hold the Pot Luck and Auction at our next meeting night of March 23rd and to have the time for Dinner set at (7 P.M.). Bob Buerger seconded this Motion which Carried.

The President presented a Certificate from our Society to Glen Benson in recognition for his past efforts and work to us.

(over)

*LOUISIANA CANE
FESTIVAL*

THE WHEELING HISTORICAL SOCIETY MEETING
Place: The Wheeling Museum
Wednesday Evening October 11, 1972

The special meeting was called to order by President, Irene Dattilo with (10) members present.

The Minutes of the previous meeting were read and approved of by Motion made by Surely Koeppen and seconded by Lorraine Lark. Motion Carried.

The Treasurer reported a balance of (\$2165.77) on hand.

John Koeppen mentioned his contacting Ken Gill, Superintendent of Schools of Wheeling concerning the damaged tables we were notified about. John said that a reply from the School will be forth coming advising about money to repair them.

The President than turned over the Meeting to Lorraine Lark, Chairman of the Xmas Festival to be held in the Chamber Church Park and to be run for the time of beginning December 15th to including 22nd. The time limits to be opened each of these days from (6:30 to 8:30 P.M.) on Wednesday, Tuesday, Wednesday and Thursday, and Saturday and Sunday (1 to 5 P.M.) week ends.

Lorraine took over and announced that The Wheeling Park Board graciously acknowledged the (\$300.00) check we turned over to them. She mentioned to them she had discussed our planned Xmas project and they thought this would be a good idea, and said they would undertake to help us, as their vote taken was in approval for this. Lorraine also mentioned she had approached Marshall Balling of The Wheeling Trust & Savings Bank for a donation for this affair. John Koeppen said he had mentioned to The Wheeling Chamber of Commerce and their probability to help us financially or other wise. The Civil Defense group were also mentioned as a good Idea to contact. Lorraine said that all the organizations of the Village should be notified by a letter in order to get their concern.

Surely Koeppen made a Motion to hold this Affair jointly with the Park District and if the Chamber of Commerce is interested to also help Sponsor. Sam Dattilo seconded the Motion. The Motion Carried.

Lorraine mentioned about (\$500.00) spending money for Decorations, etc would be necessary. John Koeppen volunteered to speak to The Chamber. Much time was spent trying to think of what to call this Xmas Festival. The one most agreed upon was (Santa's Junction), but this choosing is held over until next Meeting.

Committees should meet for more detailed plans.

A Santa Claus would be needed and much volunteer workers also and that it should be made known that home-made cookies are welcome to place beforehand for the necessary help that would be needed.

Lorraine Lark made a Motion to adjourn. Walter Diens seconded this Motion. The Motion Carried.

Ethel Wieder brought home made Brownies which she served with coffee.

Meeting adjourned at 10 P. M.
Norathy F. She
secretary

MINUTES OF THE
LIAISON BOARD

DATE: Thursday, June 14, 1979

TIME: 7:30 p.m.

LOCATION: Heritage Park, 222 South Wolf Road

Meeting was called to order by Shirley Mueller, Park District
at 8:15 p.m. Members present were:

Park District Representatives

Present - Shirley Mueller
Absent - Lorraine E. Lark
Absent - F. Schnaitmann

Citizen-at-Large

Present - D. Kerr

Society Re

Present -
Present - J.
Present - T

representatives

Sam Dattilo
Dean Kavalaugh
Tom Kavanaugh

Also present - David F. Phillips, Superintendent of Parks & Recreation,
Wheeling Park District

Representative Lark had notified Superintendent Phillip
to attend, due to illness. Representative Schnaitmann had
advised Superintendent Phillips that due to graduation ceremonies, he would

ELECTION OF OFFICERS

Representative Kerr moved, seconded by Representative J. Kavanaugh
Dattilo be elected Chairman of the Liaison Board for the Fiscal
MOTION CARRIED by unanimous ballot.

Representative Kerr moved, seconded by Representative J. Kavanaugh
F. Phillips be elected Secretary to the Liaison Board.
MOTION CARRIED by unanimous ballot.

STAFFING

Chairman Dattilo suggested the paid staff pertaining
Director, Manager, Curator, Treasurer and Chairman.

Superintendent Phillips reviewed
commitments with the moving of
Park. The 1979 Fiscal Year
was discussed and Superintendent
for such a position effective 10/1/79.

Representative F. Kavanaugh
Training (Intern) Program

MUSEUM

A general discussion was held at the Museum and items
remaining to be reviewed. Liaison Board members included:

1. Repair of window(s) - obtained from Don Lark.
2. Storm windows.
3. Obtain number of, and measure of windows for curtains to be purchased by the Society.
4. Carpet for main floor of Museum display areas.

5. Chairman Dattilo volunteered to review the Society Minutes to determine the name suggested for the Museum by the Society
6. Chairman Dattilo suggested re-setting benches on either side of the front entrance ramp, possibly on concrete

Superintendent Phillips indicated an August completion date was anticipated for new construction and that current plans called for Fall laying and a Spring or early Summer Dedication Ceremony.

Superintendent Phillips was asked to supply the Liaison Board with cost figures on the window repairs, storm windows, carpet vs. refinishing the floor, and provide window measurements and number by mid-July.

GRANTS

Chairman Dattilo suggested Federal or State Grants to supplement local funds. Superintendent Phillips suggested, and the Liaison Board concurred, that a Historic Grant Specialist be considered. The Liaison Board requested the Park District authorize Superintendent Phillips to pursue this and obtain costs for retaining said expert.

CHILDERLEY

1. St. Joans - The April 5, 1979 request (see attached) from the Society to have a portion of St. Joans set aside "to be restored and used for historical purposes and meetings" was discussed. The Liaison Board concurred that this was not feasible at this time and did not concur with the request
2. Dedication of the Park - Superintendent Phillips indicated Wheeling Park District staff are working toward this and are pointing toward June 22nd. Representative Mueller suggested a Donation Box be placed in the Chapel of the first Little House for the Dedication by the District or the Society.
3. "Adopt a Tree" - Representative J. Lavanagh suggested that a program be developed, possibly at an annual cost of \$25.00, to encourage donations to be earmarked for spraying, pruning and maintaining the Orchard. The idea was enthusiastically endorsed by the Liaison Board. A marker could denote which person is "adopting" which tree and the fall fruit harvest could be given to the contributor.

FILE CABINET

Representative Mueller reminded Superintendent Phillips about the 3 drawer, legal sized file cabinet purchased last year for the Museum, which is to be taken to the Museum upon completion.

PARK DISTRICT MUSEUM BUDGET

Superintendent Phillips, at the direction of the Wheeling Park District Board of Commissioners reviewing the budgeted revenue and expenses for Fiscal Years 1979-80 and 1980-81. Representative Mueller reviewed that a letter had been sent to the Board of Commissioners (See attached, May 14, 1979)

MEETING OF THE LIAISON BOARD
OF THE WHEELING PARK DISTRICT AND THE WHEELING
HISTORICAL SOCIETY HELD FEBRUARY 16,
1977

The meeting of the Liaison Board of the Wheeling Park District and the Wheeling Historical Society was held at Heritage Park, 222 S. Wolf Road, Cook County, Illinois on February 16, 1977 at 8:00 p.m.

ROLL CALL

The meeting was called to order at 8:05 p.m. Those individuals in attendance were: Robert Buerger, Shirley Mueller, June Orlowski, David Phillips and Robert Ross. Absent: Lorraine Lark. (Mrs. Lark had previously notified the Board of illness.)

ELECTION OF OFFICERS

Chairman - Motion was made by Shirley Mueller, seconded by June Orlowski to appoint Bob Ross as Temporary Chairman. Motion CARRIED.

Secretary- Motion was made by Bob Buerger, seconded by Shirley Mueller to appoint David F. Phillips as Acting Secretary. Motion CARRIED.

Motion was made by June Orlowski, seconded by Bob Buerger that the next meeting will be held April 27th at 7:00 p.m., prior to the Wheeling Historical Society meeting, Chamber of Commerce Center. Motion CARRIED.

MEMBERSHIP

As the membership is now, there are five members on the Liaison Board. Two from the park district, two from the Historical Society and 1 citizen at large.

Motion was made by Bob Buerger, seconded by June Orlowski to raise the members of the liaison board to 7, and recommended this be presented to the Wheeling Park District board for review and approval.

This board would consist of:

Park District, Superintendent Phillips, and two Commissioners
(Lorraine Lark and one other Commissioner.)
by the Society.)

Historical
Society - Bob Buerger, Curator, June Orlowski and one other
member to be selected by Society.)

Citizen at large- Robert Ross

Motion Carried.

Historical Preservation Grants- David Phillips reviewed the grant program and due to limited funds (\$300,000 for the full state), it was determined to wait a year and evaluate funding at this time next year.

MUSEUM LOCATION- Referring to the memo dated September 27, 1977, motion was made by Bob Buerger, seconded by Shirley Mueller that the Liaison Board recommends to the Wheeling Park District that the museum be moved to Chamber of Commerce Park. Motion CARRIED.

Discussion ensued on when to move the museum. It was agreed that late spring or early summer would be the best time. Artifacts will be stored in the old bank building.

Superintendent will check out Fallout Shelter information for 50-50 grant on museum.

Discussion ensued relative to the governing policies of the Liaison Board- nothing formal "advisory" in the best interest of historical preservation of the community.

BUDGET - There was discussion on the priorities of the Society and what they feel needs to be done with the museum tax. The Society treasurer, will contact David Phillips of the Park District to begin preparation for a five year forecast.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Bob Buerger, seconded by June Orlowski to adjourn the meeting at 9:50 p.m. Motion CARRIED.

Respectfully submitted,

David F. Phillips, Acting Secretary

- c. NWERA- Articles of Agreement- Superintendent Phillips requested this item be held until more information is available. This item will appear on the agenda of March 3, 1977.
- d. Retention of engineering firms: Chevy Chase- Murry and Moody were contacted and do not have the necessary time to review said plans. Discussion ensued. Motion was made by Commissioner Kerr seconded by Commissioner Schnaitmann to hire the firm of Lindley and Sons to work on an hourly basis and not to exceed \$500.00 to review said plans re: the scope of the work proposed by the property owners for the creek running through the course. The motion was amended by Commissioner Kerr to include: upon the advice of the council, this work will be deferred until after the referendum. Seconded by Commissioner Schnaitmann. Roll being called the following Commissioners voted:

AYE: R. Ross, F. Schnaitmann, L. Lark, D. Kerr
 NAY: None

Motion APPROVED.

- e. Commissioners Insurance.- The cost figures were presented by the Superintendent. Discussion ensued. Motion was made by Commissioner Ross, seconded by Commissioner Schnaitmann that the Park District purchase 200,000,000.00 dollars of insurance for coverage of Commissioners. Roll being called, the following Commissioners voted:

AYE: R. Ross, F. Schnaitmann, L. Lark, D. Kerr
 NAY: None

Motion APPROVED.

NEW BUSINESS

- A. Liaison Board-(Historical and Park District) Superintendent advised we are in the process of typing the minutes of the Liaison Board meeting held February 16, 1977, which he felt was very productive. There were several motions or recommendations to the Park Board that the Liaison Board asked be forwarded for their review. Discussion ensued. Motion was made by Commissioner Lark, seconded by Commissioner Ross that the Liaison Board be expanded from 5 to 7 members, 3 from the Park, 3 from the Historical Society and 1 citizen at large. Motion carried by VOICE VOTE.

President Lark stated a motion was in order to appoint another Commissioner to sit on the liaison board until April 30, 1977. Motion was made by Commissioner Schnaitmann, seconded by Commissioner Ross to appoint Commissioner Kerr to act as the Park District's second representative. Carried by VOICE VOTE.

Superintendent noted that the Park Board's letter of December 6, 1976, recommended that Mr. Robert Ross be accepted by the Liaison Board as the "member of the community, acceptable to the other ... members." Mr. Ross has been so accepted by the Liaison Board and has been appointed temporary Chairman and Mr. Phillips has been appointed Acting Secretary. The next Liaison Board meeting is scheduled for April 27, 1977 at 7:00 p.m., Chamber Park.

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TO: Wheeling Historical Society and Wheeling Park District Board of Park Commissioners
FROM: David F. Phillips, Superintendent of Parks and Recreation
RE: Museum
DATE: February 24, 1981

I. Background

- A. Please review the February 5, 1981 memorandum on Museum Background prepared by Director of Parks Piazza for background on the museum, when it was moved, and Board's actions relative to and subsequent to the move.
- B. Please review the October 29, 1980 memorandum on "Expenditures- Museum Moving and Renovation" which in detail, reviews the individual expenses incurred by the Wheeling Park District in the relocation, refurbishing and enlargement process.

II. Current Status

A. Museum Survey

Please refer to the February 5, 1981 memorandum from Superintendent Phillips on the intent of the Wheeling Park District to finalize, disseminate and tabulate the results, of a museum survey. It is hoped that new direction can be obtained and that discussion with the Society and/or Liaison Board will result in a clearer understanding of how our museum measures up against others.

B. Operations

The Wheeling Historical Society, per the Affiliation Agreement, is charged with the responsibility of operating the museum. The Society, being a volunteer organization, relies totally on volunteers to "operate" the museum.

III. Suggested Future Direction

1. Staffing has been and continues to be a topic of discussion. When the working relationship of the Wheeling Historical Society and the Wheeling Park District is totally re-evaluated, it may be that a consensus will be reached that a paid (part-time, Full-time) staff member is necessary. Regardless of whether the staff is volunteer, part-time or full-time, the following is necessary:
 - a. definition of a job description for each position (Curator, Caretaker, Historian, Director, etc) listing minimum skill requirements, duties and responsibilities, education and/or experience levels, time commitment required, accountability.
 - b. If paid staff are necessary, the Wheeling Park District and/or the Wheeling Historical Society would have to allocate fiscal resources and commit to provide ongoing funding for staff salaries, benefits etc.
2. Key Availability- While this has been discussed in the past, the topic should not be closed to further discussion if either party to the Affiliation Agreement has concerns that should be addressed.
3. Maintenance/Repairs- While the Society and Park District Representatives have concurred (Sam Datillo, and John Piazza), their arrangement should be reviewed and approved by both Boards and the Liaison Board. Please refer to the February 5, 1981 memorandum by Director of Parks, Piazza -Page number 3 & 4.

4. Operation

- a. The term "operation" should be defined for both the Society and the Park District, so it is clearly understood what the term includes.
- b. Minimum Standards- should be developed as well as optional standards of operation. Each segment of museum operation should be analyzed and current or traditional levels of operation should be compared to other similar operations. The Museum Survey should provide this comparative data.

5. Remaining Improvements

The February 5, 1981 memorandum recaps known expenditures by the Society and that \$1,760.02 may remain from the original \$5,000.00 allocated to the museum by the Society.

- a. The Society's Treasurer should confirm all expenses attributable to the museum by the Museum Committee of the Society and set forth the remaining level of unobligated and unexpended funds.
- b. The Museum Committee should define the capital projects remaining to be accomplished (if any), prioritize them for the Society and the Wheeling Park District and assign estimated costs to each remaining project. If no further projects remain, the Committee should recommend to the Society Board what to do with the remaining funds identified by the Society's Treasurer.

6. Artifacts and Displays

Please refer to the Insurance- Artifact Section of this packet.

WHEELING PARK DISTRICT

TO: DAVID F. PHILLIPS, SUPERINTENDENT OF PARKS AND RECREATION
FROM: JOHN PIAZZA, DIRECTOR OF PARKS
RE: MUSEUM BACKGROUND
DATE: FEBRUARY 5, 1981

The first Village Hall of Wheeling was built in 1894 and was located at 84 South Milwaukee Avenue. After larger quarters were obtained by the Village, the Wheeling Historical Society began to convert this building into a Museum (1965). The Historical Society rented this building from the Village of Wheeling at a cost of one dollar, (\$1.00) per year.

After careful research through both the Wheeling Historical Society and Wheeling Park District minutes, I could not find specific dates relative to the Wheeling Historical Society request to the Wheeling Park District to accept ownership of the Museum Building. We have compiled the following information to the best of our ability from researching the minutes.

"On August 15, 1973 at a regular scheduled meeting of the Wheeling Historical Society, Lorraine Lark made a motion to have a Committee look into the moving of the Museum to a proper site which would include all costs. Shirley Mueller seconded this motion. The motion carried and John Koeppen with Al Lang were chosen to look into this project with the help of Lorraine Lark, if needed".

We understood that this motion to remove the Museum was due to the fact that the Museum Building had been owned by the Village of Wheeling and located on their property. The Village had made plans to construct a well pumping station on this site and would need to have the building relocated or demolished.

During the period between 1973 and 1975, the Wheeling Historical Society worked with the Village of Wheeling in trying to select a site for the relocation of the building. The Village at that time indicated that they did not have any available land which the building could be placed.

The Wheeling Historical Society attempted to purchase the building from the Village of Wheeling, but found out that a public agency could not sell a building to a private organization.

Shortly after the Wheeling Historical Society discovered that they could not purchase the Museum Building, they decided to ask the Wheeling Park District, (being a public Agency) to purchase the building from the Village of Wheeling, and to accept ownership with the understanding that:

- A. The Wheeling Park District could levy a Historical Tax.
- B. Take over the responsibilities of building an addition and relocating the building to Chamber of Commerce Park.
- C. Allowing the Wheeling Historical Society to continue to operate this Facility.

On August 8, 1978, the Wheeling Park District purchased the Museum Building from the Village of Wheeling for a cost of one dollar (\$1.00).

In the Fall of 1977, the Director of Parks of the Wheeling Park District began preparations for the relocation of the Museum. A model of the Museum and addition were built, drawing made representing construction, landscape plans developed and a cost estimate for the relocation and renovation of the building.

In September of 1978, the Museum Building was relocated to Chamber of Commerce Park and placed on the Northwest Corner of the Park.

In October of 1978 work had begun on the renovation and construction of the new addition and basement for the Museum.

In August of 1979, all renovation and construction work for the Museum Building had been completed. Attached you will find a complete breakdown of all expenses incurred during the moving and renovation of the Museum.

On March 8, 1979, at a regularly scheduled Wheeling Historical Society Meeting, the membership agreed upon the name submitted by the Wheeling Historical Society Board.

On September 26, 1979, at a regularly scheduled meeting of the Wheeling Historical Society, "Doris Kerr asked why the funds could not be split and allocated toward the Museum and Childerley. Discussion ensued; Lorraine called the question. Motion passed by hand count; \$5,000.00 had been allocated toward the Museum".

On October 18, 1979, at a regularly scheduled meeting of the Wheeling Park District Board of Commissioners, discussion ensued relative to a bronze plaque. The naming of the Museum was also discussed. Motion was made by Commissioner Lark, seconded by Commissioner Mueller that the Museum be titled "Wheeling Historical Museum". Roll being called, the following Commissioners voted: AYE: G. Meier, S. Mueller, F. Schnaitmann, L. Lark NAY: None.

According to our records, the following expenditures have been made by the Wheeling Historical Society from the \$5,000.00 which the Society had allocated to the furnishing of the Museum (as of October, 1979).

Funds Remaining	Expenditures	
\$5,000.00		Funds allocated by the Wheeling Historical Society
	\$1,353.65	Purchase of Carpeting
\$3,646.35	\$ 595.85	Purchase of draperies
\$3,050.50	\$ 25.07	Shades purchased and installed
\$3,025.43	\$ 915.41	Alarm Installation (ADT)
\$2,110.02	\$ 350.00	New entrance doors purchased from O.L. Constr.
Remaining Funds \$1,760.02		The Wheeling Historical Society & the Wheeling Park District remaining unobligated, Society Funds felt to be available - to be confirmed.
Total Expenditures	\$3,239.98	

In April of 1980, at our Arbor Day Celebration, all landscaping around the Museum was installed. This was a community event.

In May of 1980, the Museum Building was dedicated to the residents of Wheeling at a public ceremony.

On May 19, 1980 at a combined meeting between the Wheeling Park District Board of Commissioners and the Wheeling Historical Society. The following areas of the Museum were discussed and agreed upon:

1. MUSEUM:

- a. Key Availability - The Society Board requested that a key to the Museum be provided to Marshall Balling, Historian. They felt that his tour's and historical work would be affected by a lack of direct accessability to the Museum.

The Park Board reviewed the Park District's policy of limiting keys to Park District facilities that they have no keys and don't want any.

If something happens to a facility, the people with keys are looked to, to provide justification. The Liaison Board reviewed this matter and placed trust in Sam Datillo with a key, which the Park Board radified.

After much discussion, the Park Board members present agreed (with Frank Schnaitmann dissenting), to have a key to the Museum and to the alarm made available to Marshall Balling for his own personal usage*. The keys would not be for any other person's usage but Marshall's and if the keys were found to be given out, they would have to be returned.

The Society Board members present agreed. Any individuals wishing access to the Museum were to contact Sam Datillo who would either personally open and close the Museum, or check the Museum after the individuals returned the keys.

*This action was confirmed at the Regular Meeting of the Board of Park Commissioners which was held immediately after the Joint Meeting.

- b. Building Supervision and Maintenance

Sam Datillo and John Piazza (Wheeling Park District Director of Parks) were directed to meet and work out a schedule and assignment of tasks that was acceptable.

Dave Phillips requested that this be in writing and be approved as to content by both Boards. This was agreed.

- c. Museum Usage Log

This item was suggested by Dave Phillips to ascertain on a monthly basis who was using the Museum, when and for what.

Director of Parks, John Piazza was asked to develop a form to be posted in the office which would be tabulated monthly and distributed to both Boards.

The Sign located above the entrance doors of the Museum had read "Wheeling Historical Society." On March 7, 1979 at a meeting of the Wheeling Historical Society Board of Directors held at Mr. Bob Buerger's house, a new name for the Museum had been agreed upon. It was decided upon by the members present at this meeting to submit the name for the Museum to the Historical Society and Wheeling Park District as follows:

The Wheeling Historical Museum

Sponsors:

Wheeling Historical Society
Wheeling Park District

Present arrangements between the Wheeling Historical Society and the Wheeling Park District regarding the Wheeling Historical Museum:

- A. BUILDING MAINTENANCE - (As per verbal agreement of John Piazza, Director of Parks of the Wheeling Park District and Sam Datillo, Wheeling Historical Society member; agreement reached on May 19, 1980.
1. The Society shall be responsible for interior custodial work.
 2. The Wheeling Park District shall be responsible for all repairs, both interior and exterior. The Wheeling Historical Society is to notify the Director of Parks as to any or all repairs which may be needed.
 3. The Wheeling Historical Society is to notify the Director of Parks for the need of any cleaning equipment desired for the interior custodial work.
- B. KEY AVAILABILITY - (Per May 19, 1980 Meeting)
1. Mr. Sam Datillo and Mr. Marshall Balling are the only two people having a key for the Museum from the Wheeling Historical Society.
 2. Mr. Balling is to use the building for Tours and Lectures. His key is not to be given to anyone else.
 3. Mr. Datillo has been designated as the primary person responsible for the Museum. He is to open and close the building for those wishing to use the Museum.
 4. The Wheeling Park District shall enter the building only to: A.) check the heating system and B.) accomplish specific work tasks.
- C. BUILDING - General Operation
1. The Wheeling Historical Society is responsible for the daily operation of the Museum Building.
 2. Chris Irmiter has been appointed by the Wheeling Historical Society to act as temporary Museum Curator. She is responsible for making sure the Museum is open during visiting hours, cataloging all artifacts, arranging artifacts, etc.

D. MUSEUM - Usage

1. A log has been developed by the Director of Parks for the usage of the building. This log is to be completed by each person using the building. They are to fill in the time of entry, time of leaving, date and purpose for using the building. This log is now laying above the alarm box.
2. All logs are to be turned over to the Director of Parks when completed.

TO: David F. Phillips, Superintendent of Parks and Recreation
FROM: John Piazza, Director of Parks
RE: Expenditures - Museum Moving and Renovation
DATE: October 29, 1980

Attached, you will find a complete breakdown of all expenses incurred during the moving and renovation of the museum. The purpose of this breakdown is to identify and clarify each phase of work performed along with the total expense for that phase. All expenses which appear on the attached sheet have been charged to account number 1130.05 (Moving/Renovation).

WHEELING PARK DISTRICT
MUSEUM RENOVATION EXPENSES
OCT. 1978 - JULY 1980

NAME OF COMPANY	DATE A CHECK WAS ISSUED	AMOUNT OF CHECK	TOTAL EXPENSES BY CATEGORY
<u>HOUSE RAISING AND MOVING:</u>			
Grant House Raising & Moving, Inc.	Oct. 1978	\$ 2,000.00	
Grant House Raising & Moving, Inc.	Oct. 1978	\$ 530.00	
			\$ 2,530.00
<u>PICTURES - Purchase and developing of film</u>			
Anne Money Penny (Petty cash)	Nov. 1978	\$ 14.12	
Pat Monaghan (Petty cash)	May 1979	\$ 15.33	
Jean LeDonne (Petty cash)	Nov. 1979	\$ 12.67	
			\$ 42.12
<u>ENGINEERING SERVICES:</u>			
McClure Eng. Assoc.	Nov. 1978	\$ 1,937.97	
McClure Eng. Assoc.	Dec. 1979	\$ 108.00	
			\$ 2,045.97
<u>ELECTRICAL SERVICE:</u>			
Commonwealth Edison (Moving wires during relocation of Museum)	Sept. 1979	\$ 1,320.00	
			\$ 1,320.00
<u>PLUMBING CONTRACTORS:</u>			
Lake County Plumbing Contractors	Oct. 1978	\$ 350.00	
Anthony Lemoncello Plumbing Contractors	June 1979	\$ 9,550.00	
Anthony Lemoncello Plumbing Contractors	July, 1979	\$ 280.00	
Anthony Lemoncello Plumbing Contractors	Dec. 1979	\$ 3,500.00	
			\$ 13,680.00
<u>CONCRETE CONTRACTORS:</u>			
Schaeffges Bros., Inc.	Oct. 1978	\$ 6,000.00	
Schaeffges Bros., Inc.	July 1979	\$ 5,553.90	
Schaeffges Bros., Inc.	Sept. 1979	\$ 608.10	
Willard Schuller (Chimney)	Dec. 1979	\$ 193.75	
			\$ 12,355.75
<u>CARPENTRY:</u>			
O. L. Construction Co.	Jan. 1979	\$ 2,610.00	
O. L. Construction Co.	May 1979	\$ 10,000.00	
O. L. Construction Co.	July 1979	\$ 3,737.00	

NAME OF COMPANY	DATE A CHECK WAS ISSUED	AMOUNT OF CHECK	TOTAL EXPENSES BY CATEGORY
<u>CARPENTRY - Continued:</u>			
O. L. Construction Co.	Aug. 1979	\$ 8,600.00	
O. L. Construction Co.	Nov. 1979	\$ 3,000.00	
O. L. Construction Co.	Jan. 1980	\$ 2,990.00	
O. L. Construction Co.	Feb. 1980	\$ 2,106.01	
			\$ 33,043.01
<u>HEATING CONTRACTORS:</u>			
Chicago Sheet Metal Works	Aug. 1979	\$ 800.00	
Chicago Sheet Metal Works	Nov. 1979	\$ 1,000.00	
Chicago Sheet Metal Works	Mar. 1980	\$ 1,000.00	
Marty's Heating & Air	Dec. 1979	\$ 33.00	
			\$ 2,833.00
<u>ELECTRICAL CONTRACTORS:</u>			
Scott Electric	Oct. 1978	\$ 747.56	
Scott Electric	Jan. 1980	\$ 5,054.78	
Scott Electric	Mar. 1980	\$ 500.64	
			\$ 6,302.98
<u>FENCING:</u>			
Semmerling Mfg. Co. (Security Snow Fence for Open Trench)	Feb. 1979	\$ 227.40	
			\$ 227.40
<u>ALARM:</u>			
American District Telegraph (ADT)	Apr. 1980	\$ 915.41	
			\$ 915.41
<u>LOCKS:</u>			
Anderson Lock Co., Ltd.	Mar. 1980	\$ 436.05	
			\$ 436.05
<u>LANDSCAPING:</u>			
Wheeling Nursery	June 1980	\$ 860.56	
			\$ 860.56
<u>FURNISHINGS:</u>			
K-Mart (Shades)	Mar. 1980	\$ 25.07	
			\$ 25.07

TO: Wheeling Historical Society and Wheeling Park District Board of Park
Commissioners
FROM: David F. Phillips, ^{JP} Superintendent of Parks & Recreation, Wheeling
Park District
RE: Museum Survey
DATE: February 5, 1981

BACKGROUND

At the October 2, 1980 meeting of the Wheeling Park District Board of Park Commissioners, Commissioner Mueller asked that a museum survey be developed; be distributed to other units of local government (villages/cities, park districts and counties) that own and/or operate a museum.

DATA TO BE OBTAINED - Initial draft outline

1. Staff

Duties
Titles & Job Descriptions
Salaries
Educational Background/Experience
Hours- Full Time, Part Time, Volunteer

2. Historical Society -Local Government relationship

Written agreements
Size of membership
Number of members
Community population

3. Artifacts

Ownership
Percent of owned versus loaned.
Filing/records system
Display Schedules - rotation of artifacts or static?

4. Finances

Tax dollars generated or available to be generated
Other sources of income - level of other sources
Obtain- last two years budgets (Revenue and Expense)

5. Historical Buildings

Define number of buildings owned and operated
Define square footage of each building
Define size of storage area
Define size of display area
Define use

6. Hours Open

7. Key Accessibility

8. Program- Schools, organizations and other out reach type programs.

Questionnaires to be sent to -sample listing

Village of Buffalo Grove

Palatine Park District

Lake County

Batavia Park District

Check other park districts who levy a historical tax

Check who would have a list of Historical Societies in Illinois.

FUTURE DIRECTION

1. Seek Wheeling Historical Society input on survey content.
2. Finalize survey, dissemination, tabulate results and distribute to Wheeling Historical Society members and Wheeling Park District Board of Park Commissioners to discuss survey results and determine how the data can be utilized to our community's benefit.

TO: David F. Phillips, Superintendent of Parks and Recreation
FROM: John Piazza, Director of Parks
RE: Museum - Maintenance, Supervision and Responsibilities
DATE: October 2, 1980

On May 19, 1980 a meeting had been held at the Chevy Chase Club House with the Wheeling Park District's Board of Park Commissioners and the Wheeling Historical Society. At this meeting a discussion ensued on the matter of museum supervision and maintenance for the museum. It was agreed upon that Mr. Sam Dattilo and myself should meet and work out a schedule and assignment of tasks that would be mutually acceptable.

During this meeting, Mr. Dattilo and I discussed this matter. He indicated to me that he would prefer that we, the Park Department, do not enter the museum unless it would be of an emergency nature. He stated that he would assume the responsibility of interior building supervision and maintenance and I agreed with his request.

I suggested a log be developed for those entering the museum. I suggested the log consist of time of entry, purpose, date and time of departure. Mr. Dattilo agreed with my suggestion.

A few days later I developed the log, made copies and gave it to Mr. Dattilo along with a written summary of our discussion.

Attached please find a copy of the log developed.

CONCLUSION REACHED

- Wheeling Historical Society- has all normal maintenance responsibility inside the museum.
- Wheeling Park District- has repair responsibilities for the interior of the museum. Notification of need for repairs to the Wheeling Park District is the responsibility of the Wheeling Historical Society (Sam Dattilo).
- Wheeling Park District- has all exterior building maintenance and repair responsibilities.
- Wheeling Park District- has all grounds maintenance and improvement responsibilities.
- Wheeling Historical Society- has the responsibility to notify the Wheeling Park District of any maintenance supplies, maintenance tools and/or maintenance equipment necessary to perform their maintenance duties on the interior of the museum.

BACK AT
MUSEUM

THE WHEELING HISTORICAL SOCIETY MEETING
Wednesday Evening August 15, 1973
Chamber Park Church

A special Meeting was called to order by President; Irene Dattilo with (22) members present for the purpose of hearing the results of the past Brat N' Beer Fest of past August 5th.

The new members introduced were: Mr & Mrs Clifford Foerster; John and Ann Rendeck and Beverly Rossman.

The minutes of the previous meeting were read and approved of by Motion that was made and carried unanimously.

Correspondence:

A letter from Certified Burglar Alarm System requesting a reply to their enclosed blank form about our decision for their alarm system. The secretary was directed to fill in and send back the reply to them which would read that our Society/s agreed decision was to keep it as is.

Walter Diens; Chairman of the Brat N' Beer Fest than gave his report stating that (\$6,263.74) was taken in and with other cash received since this amounted to (\$6,461.74) and was deposited in the Bank account. That roughly there could be close to a (\$2,000.00) profit and that the affair turned out to be a great success from all indicated and that those who attended were as well pleased as our members so far. That he was happy to announce that so many citizens of our Village including Mayor Seanlon and ex-police Chief Horcher who pitched in and gave plenty of help. That the owner of Ha Bavarian restaurant had donated the sauerkraut. That next year (2) tents would be advisable and we should all start to think now to plan for the next year. He also made a Motion to pay rental to Sam and Irene Dattilo for the storing of the Brat equipment in their garage this past year-but Sam spoke up to offer his generosity again without any reciprocation and no-charge. That there are (12) cases of pop left over and could be had for (\$4.00) per case.

Sold to: John Koeppen (1) case (\$4.00)
Cliffor Foerster (4.00)

Surely Koeppen mentioned to have (2) policeman around the money booth next year for security.

The secretary was directed to send one letter each to The Reminder Paper and The Wheeling Herald containing the notice of Thanks and appreciation to all who helped make this Benefit Event such a Great Success.

The Treasurer presented the bills of the August 5th Fest as follows:

Village License	15.00
Band Campbells Music (German)	400.00
Insurance	106.00
Pots & Pans to Surely Mueller	252.00
Bakery Buns (Sauers Bake Shop)	360.00
Jefferson Ice	15.75
Thebault Braun for rent of Tent	160.00
Pops & Saws (Sam Dattilo)	85.25
Labor & lumber	9.42
Krause for Beer	918.00
Mark Drug	38.02
Mark Drug Pop	554.01
Mustard	27.00
Can opener	2.41
Surely Mueller	5.21
Herb Didier (sweet corn)	150.00
Petersons Brats sausages	1410.68
Change	200.00
Grove Prods (outside lite Museum)	29.57

Walter Diens made a Motion to pay the Grove Prods bill for the repair and including contract to maintain the outside gas lite in front of the Museum which amounts to (\$29.57). Lorraine Lark seconded this Motion with being unanimously Carried to include their contract.

Dues received tonite:

Dues tonite:

Bob Holt (\$2.00 donation)	\$ 5.00
John & Ann Rendek	5.00
Clifford Foerster, Sr.	5.00
Beverly Rossman	3.00

A letter of Thanks was designated to be sent to Artist Surely Hogben 1101 Valley Stream Drive, Wheeling for her donation to us of a beautiful hand colored painting she had done herself and copied the picture that appeared in the (1969) Diamond Jubilee booklet. This picture was complete with frame.

A letter to be directed to the Mount Prospect Society asking them to relieve us of their Antique Piano which belongs to them and has been on display in our Museum for some time now.

A letter to be directed to be sent to Jack Caughron of South Milwaukee Avenue for the use of his truck as a float in the past 4th of July Jay Cee Parade.

Walter Diens made a Motion to send (\$300.00) to the Wheeling Park District. John Koeppen seconded this Motion. The Motion Carried.

Marshall Balling approached with the suggestion of another sign on the Museum to the southern exposure and reading this the original home of the Wheeling Village Hall. Lorraine Lark suggested a hanging one in front of the building which would attract from the south and north both. All agreed to think this over and decide at the next meeting after checking.

Lorraine Lark spoke of suggestions to keep in contact with the Landmarks Council (if bill goes thru State of funds available) and try to co-operate if possible to help us probably with some funds. That we should have a Landmarks Committee who will act to locate old Historic structures and sites in the Village and try to preserve before it is too late, also think about the Moving of the Museum to a more suitable site such as close to the Church.

Glen Benson made a Motion to have the Chairman appoint a Landmarks Committee of (6) members who would research into this for Historic Sites and act accordingly to try to survey and follow thru with this preservation with the Landmarks Council. Surely Mueller seconded this Motion. The Motion carried unanimously.

The following who were appointed to this committee are:

Surely Mueller
Sharon Gorski
Karen Wartick
Marshall Balling
Glen Benson
Beverly Rossman

Lorraine Lark made a Motion to have a committee look into the Moving of the Museum and proper site which includes the cost, etc. Surely Mueller seconded this Motion. The Motion carried and John Koeppen with Al Lang were chosen to look into this project with the help of Lorraine Lark if necessary.

Walter Diens made a Motion to adjourn. Dorothy Flentge seconded the Motion. The Motion Carried.

Ethel Wieder served her home made cake and made coffee.

All went home at 10 P. M.

Lorraine Lark

secretary

MINUTES OF
THE WHEELING HISTORICAL SOCIETY
SEPTEMBER 26, 1979

President Buerger called the meeting to order at 8:00 PM. He led the 20 members present in the pledge of allegiance to the flag. The President thanked the members for attending the meeting and apologized for the meetings that weren't called due to the long hours he worked this past summer.

COMMUNICATIONS -

- 1) Letter received from Park District announcing the Wheeling Theatre Group's showing of "Theatre In The Rough" on 10/2-3-4-5-10-11. Tickets- \$3.00 adults, \$2.00 senior citizens, ½ price for children under 12; and a special group rate for 10 or more.

- 2) Letter from David Phillips, Park District, requesting that the Historical Society make final determination regarding the amount of funds to be submitted towards the Museum. The President approved the contents of the letter and requested that the Committee of Shirley Mueller, Charles & Clara Rudolph, Ann Deutsch, Irene Datello and Glen Benson bring it forward during the meeting.

Minutes of the meeting of May 23rd were read. The President asked for corrections and/or additions. Since there were none, motion made by Lorraine Lark to approve minutes as read. Seconded by Charles Kerr. Motion passed by count of hands.

TREASURERS REPORT was read by Dorothy Floentge. Copy attached.

OLD BUSINESS

- 1) LIAISON BOARD MEETING was held this past summer to determine how monies should be allocated towards restoration of Childerley and completion of the Museum. Doris Kerr asked the amount going towards Childerley. Sam Datello hoped the \$5000 be allocated as requested by the Park District in order to complete the Museum and bring in the artifacts before winter. He was asked to put it in as a motion. He did; Lorraine Lark seconded for discussion. She said it was time to decide what portions of money are going to which place; that priorities on the money should be designated to allow the Committee to know what they have to work with. Although the \$1170.03 has been designated for Childerley and she is not opposed to the \$5000 towards the Museum, she felt more money was needed for Childerley. Sam Datello asked that we commit ourselves to spending more money for the Museum. Dorothy Foentge said she believed one project be completed rather than having two incom-pleted projects. Glen Benson wondered how much Park District would contribute towards this project; he was told \$43,000 has already been spent. Tom Kavanagh asked if an authority on historical buildings be consulted in order to get an estimate on the restoration of the chapel at Childerley. President Buerger thought there was

such an estimate somewhere.

Doris Kerr asked why not split the money. Discussion ensued. Lorraine Lark called the question. Motion passed by hand count. \$5000 will be allocated to the Park District. The Committee will present itemized expenditures of how this \$5000 is spent in their reportings at future meetings.

- 2) BANK BALANCE - Charles Kerr asked what the new General Funds balance is. He was told \$4138.48. Glen Benson made a motion to appropriate \$2000 from the General Fund towards Childerley which would bring Childerley restoration fund to \$3170.03. Charles Kerr seconded. Motion passed. New balance - \$2138.48.
- 3) BRAT & BEER - The President thanked members for working so diligently at the Brat & Beer Festival. He said it was a success and that advice of results would be forthcoming from Park District. Doris Kerr made a motion that the Society's profits of the Brat & Beer be allocated to the Childerley Fund. Cris Irmiter seconded. Motion passed -- funds will be so allocated. Dorothy Foentge claimed the monies counted from the Brat & Beer before expenses exceeded \$9000. Charles Kerr asked when it was decided that the Historical Society receive only 25% of the profits and the balance to Park District. He was advised it was a verbal agreement made in a June meeting with Park District.

NEW BUSINESS

- 1) LOLLI-POP LANE - Lorraine Lark asked about Lolli-pop Lane. President Buerger felt the people liked it. Ed Klocke thought it was an annual event. Lorraine Lark made a motion to continue Lolli-pop Lane and asked for \$500 towards expenses. Cris Irmiter seconded. Motion passed by voice vote.
- 2) WASSAIL - Shirley Mueller made a motion that the Historical Society hold our annual Wassail in conjunction with Lolli-pop Lane requesting that \$300 be allocated towards expenses. Irene Datello seconded. Discussion ensued. Motion passed by voice vote.

(New operating balance in General Fund - \$1338.48.)

LOLLI-POP COMMITTEE: (From December 8 through December 18, 1979)
Co-Chairmen - Lorraine Lark and Shirley Mueller
Mr. & Mrs. Santa - Charles and Claire Rudolph
Mr. & Mrs. Santa - Charles and Doris Kerr
Helpers - Marshall Balling, Walter Diens and Bob Buerger
Cookies - Irene Datello

WASSAIL COMMITTEE - To be appointed later.

I would suggest that the Wheeling Historical Society check their records regarding any purchases made for the Museum. Our records indicate that the Society expenditures have totaled \$1,949.50 to date. We wish to confirm this with the Wheeling Historical Society.

Below you will find a list of completed and pending items for the Museum (see your September 20, 1979 letter), along with the Agency who has assumed the responsibility:

COMPLETED ITEMS	PENDING ITEMS
Asphalt Walkways - Wheeling Park Dist.	Gas light changed to electric - Wheeling Historical Society
Landscaping Wheeling Park Dist.	Office Shelves - Wheeling Park District
Reinstall Benches- Wheeling Park Dist.	
Exterior window well covers - W.P.D.	
Rekey doors - Wheeling Park District	
Carpeting - Wheeling Historical Soc.	
Drapes - Wheeling Historical Society	
*Shades - Wheeling Park District	
*Annual Alarm - Wheeling Park District	
Screen door - west side - W.P.D.	
*New Entrance Doors - W.P.D.	

* Items which should be billed to the Wheeling Historical Society.

According to our records, the following expenditures have been made by the Wheeling Historical Society from the \$5,000.00 which the Society had allocated to the furnishing of the Museum.

\$ 5,000.00		Funds allocated by the Wheeling Historical Society
	\$ 1,353.65	Purchase of Carpeting
\$ 3,646.35	\$ 595.85	Purchase of draperies
\$ 3,050.50	25.07	Shades purchased and installed
\$ 3,025.43	\$ 915.41	Alarm Installation (ADT)
\$ 2,110.02	\$ 350.00	New entrance doors purchased from O. L. Construction
\$ 1,760.02		The Wheeling Historical Society and the Wheeling Park District remaining unobligated Society Funds felt to be available - to be confirmed

I would suggest the Museum Committee meet and review all completed and pending items for the Museum and give direction as to what the unobligated funds will be used for.

TO: Meeting Participants of the Joint Board Meeting of the Wheeling
Historical Society and Wheeling Park District
FROM: Dave Phillips, Superintendent of Parks & Recreation, Wheeling
Park District
RE: Combined Board's Meeting- Wheeling Historical Society &
Wheeling Park District
DATE: May 19, 1980

MEETING DATA:

Date: May 15, 1980
Time: 6:30 p.m. - 8:15 p.m.
Location: Chevy Chase Club House
Wayside Room

BOARD MEMBERS

MEETING PARTICIPANTS: (* Members both Boards)

<u>WHS</u>	<u>WPD</u>
Sam Dattilo	Shirley Mueller* Pres.
Don Lark	Lorraine Lark
Bob Buerger. Pres.	Glenn Meier Vice Pres.
John Koeppen	Frank Schnaitamn
Jean Kavanaugh-Sec.	Ed Klocke *

NOTE: Written notes were taken by this writer, and are presented to reflect the intent and direction of the discussion. These are not, nor are they intended to be official minutes. Any participant with notes or recollection different than that presented below, is asked to call me to review any and all areas of differences so that these notes may accurately reflect the discussion. Any and all modification of these notes will be circulated.

The meeting was called to order by Lorraine E. Lark, Wheeling Park District, Co-Chairperson of the Building and Grounds Committee who had called the meeting to discuss:

1. Museum

- a. Key availability
- b. Building Supervision and Maintenance
- **c. Usage Logged

2. 1976 Affiliation Agreement

- a. Artifact Ownership
- b. Staffing
- c. Membership to the Liaison Board.

3. 1980-81 Budget

*4. Beer and Brat Fest

*5. Childerley

*Added discussion.

1. MUSEUM

- a. Key Availability- The Society Board requested that a key to the museum be provided to Marshall Balling, Historian. They felt that his tour's and historical work would be affected by a lack of direct accessibility to the museum.

The Park Board reviewed the Park District's policy of limiting keys to Park District facilities that they have no keys and don't want any.

If something happens to a facility, the people with keys are looked to, to provide justification. The Liaison Board reviewed this matter and placed trust in Sam Dattilo with a key, which the Park Board ratified.

2.

After much discussion, the Park Board members present agreed (with F. Schnaitmann dissenting) to have a key to the museum and to the alarm made available to Marshall Balling for his own personal usage*. The keys would not be for any other person's usage but Marshall's and if the keys were found to be given out, they would have to be returned.

The Society Board members present agreed. Any individuals wishing access to the museum were to contact Sam Dattilo who would either personally open and close the museum, or check the museum after the individuals returned the keys.

*This action was confirmed at the Regular Meeting of the Board of Park Commissioners which was held immediately after the Joint Meeting.

b. Building Supervision and Maintenance

Sam Dattilo and John Piazza (Wheeling Park District Director of Parks) were directed to meet and work out a schedule and assignment of tasks that was acceptable.

Dave Phillips requested that this be in writing and be approved as to content by both Boards. This was agreed.

c. Museum Usage Log

This item was suggested by Dave Phillips to ascertain on a monthly basis who was using the museum, when and for what.

Director of Parks John Piazza was asked to develop a form to be posted in the office which would be tabulated monthly and distributed to both Boards.

2. 1976 AFFILIATION AGREEMENT

- a. Confusion as to which agreement was in force was evident as several draft copies of the agreement were in the files of the Society.

After much discussion it was recognized by the Society that the signed Oct. 7, 1976 Agreement was the agreement in force.

1. Dave Phillips was directed to make copies of the agreement and distribute to the Society Board.
2. Bob Buerger was asked to provide a mailing list of Society Board members to Dave Phillips to accomplish #1 above.
3. Dave Phillips was directed to send a copy of Attachment "A" to Society President Buerger.

b. Staffing

The Park Board was made aware that Chris Irmiter was now the Society's Curator.

Staffing was further discussion under 80-81 budget. Please refer to that section of the notes (Item 3.)

3.

c. Liaison Board Membership

Confusion existed on whether Liaison Board membership was officially five (2 Society- 2 Park District and 1 Citizen at Large) or seven (3-3-1). The October 7, 1976 Agreement showed five. Previous action by the Liaison Board and Wheeling Park District Board was discussed which changed the membership from five to seven.

Park Commissioner Ed Klocke (also President Elect of the Society) suggested an addendum to the 10/7/76 agreement to reflect this change.

Subsequent research has confirmed Liaison Board and Wheeling Park District Board of Park Commissioners action to expand the number of Liaison Board members from 5 to 7. See attached pertinent portions of:

- 1) Liaison Board Minutes of 2/16/77
- 2) Wheeling Park District Minutes of 2/17/77

Wheeling Historical Society President Buerger and/or Secretary Kavanaugh were asked to review Society records and indicate if formal action had ever been taken by the Society. If not, formal action was to be taken and confirmation of such action was to be provided to the Liaison Board and Wheeling Park District.

Dave Phillips volunteered to prepare an addendum to the Agreement to officially reflect the expanded membership of the Liaison Board upon confirmation of official action by the Society.

3. 1980-81 Budget

Park District Commissioner Lark reiterated that the 1976 Agreement stipulated that the Society was to provide suggestions to the Wheeling Park District to be considered by the District in budget preparation of the Museum Fund. This had not been received and the Society was requested to comply and provide the information to Dave Phillips within two weeks. Dave Phillips requested 2 years of requests listed in priorities. Shirley Mueller reviewed the file cabinet purchased by the Society which is to be placed in the museum.

4. Brat and Beer Fest

The Park and Society Board's discussed the motion made by the Society in May of 1979 to discontinue sponsoring the Brat and Beer Fest.

- a. It was agreed that the Wheeling Park District would continue to sponsor the Brat and Beer Fest.
- b. It was agreed that the Park Board would be amenable to "renegotiating" the percentage of net proceeds allocated for Historical purposes with the Liaison Board, contingent on 4c. below:
- c. The Society Board was asked to present to the membership of the Society a motion endorsing and actively supporting the Brat and Beer Fest.

5. Childerley

- a. General Comments- Park Commissioner Lark discussed comments heard that one or more Society members

4.

of the Park lands and buildings at Childerley. She reviewed the Park Boards action (See attached portion of the Wheeling Park District minutes of March 6, 1980) which confirmed action taken by the Liaison Board on March 5, 1980 (See attached Liaison Board minutes) in regards to the Library, chapel and 1st Little House.

Jean Kavanaugh volunteered that she had felt the park and buildings usage was "field House" orientated but appeared satisfied with the Park Boards action in further discussion and explanation.

b. Chapel Paint

Society Board member John Koeppen volunteered to provide paint for the chapel if Director of Parks Piazza provided the approximate square footage to determine the amount of paint used.

c. Society's Childerley Committee-

The Park District requested information from the Childerley Committee on the dollars available for Childerley and a list of projects and priorities on how they would like the dollars used, similar to the format utilized by the Society's Museum Committee.

d. Adopt a Tree

This new program was reviewed and Dave Phillips informed the Society that the names of persons interested in the program were being accumulated and that they would be "billed". Director of Parks Piazza will grid the orchard to accurately reflect tree locations and types.

With no further business to discuss, the meeting was adjourned at or about 8:15 p.m.

TO: Wheeling Historical Society and Wheeling Park District
Board of Park Commissioners
FROM: David F. Phillips, Superintendent of Parks & Recreation
Wheeling Park District
RE: Insurance-Artifacts
DATE: February 5, 1981

INSURANCE ON HISTORIC BUILDINGS AND CONTENTS

The Wheeling Park District insures the buildings and contents of the historic buildings owned by the Park District

Current coverages are listed below:

<u>Building</u>	<u>Building Value</u>	<u>Contents Value</u>
Chamber Comm. Center	75,000	3,000
Chamber Museum	75,000	20,000
Childerley Chapel/ Library	40,000	-
Childerley Log Cabin	3,000	-

Coverage includes a \$1000.00 deductible on buildings and contents.

The Wheeling Park District will be pursuing:

1. Re-appraisal of the buildings done in 1977 and appraisal of the museum.
2. Establishment of a \$100.00 deductible on contents.

ARTIFACT INSURANCE

Attachment "A" of the October 7, 1976 Affiliation Agreement was the inventory of all artifacts owned by, or loaned to, the Wheeling Historical Society.

In an effort to answer questions raised by Society member Roger Powers, correspondence was generated to Society President Klocke, the insurance broker for the Wheeling Park District and the appraiser utilized by the Wheeling Park District for insurance purposes.

Please refer to the following letters attached.

1. October 16, 1980 letter to Society President Klocke regarding "location of Artifacts"
2. October 28, 1980 letter to Society President Klocke regarding Artifact Insurance.

NOTE: Both letters were copied to the Board of Park Commissioners of the Wheeling Park District and Wheeling Historical Society Curator Irmiter.

While the artifacts are covered by the Wheeling Park District's insurance as

musuem contents, valued at \$20,000.00, there is no information available at the present time as to what is covered, and what the value is of those items to be covered.

UNANSWERED QUESTIONS ABOUT EXISTING ARTIFACTS

1. Are all items listed as owned or on loan physically present at the museum?
2. If items are not physically present, who has them and where are they? This question would not pertain to on loan items returned to the owner. On loan items returned to the owner should be deleted from Exhibit A. as they would not be insured by the Wheeling Park District. Owned items not physically present at the museum are not covered.
3. Has an inventory of artifacts been taken since they were moved back to the museum? If so, could a copy be provided to the Wheeling Park District?
4. Have additional "on loan items" been procured? Is a listing of these available for the Insurance Company and/or Appraiser?
5. What value would the Society place on each owned item?
6. What value would the artifact owner place on the artifact on loan to the Society?

SUGGESTED DIRECTION OF THE SOCIETY

It is clear that the Wheeling Historical Society, the Wheeling Park District, the Park District's Insurance Broker, and the Park District's Insurance Company should all have a current inventory of owned artifacts, on loan artifacts which would include a description of the item and the items value.

Completion of this task is the responsibility of the Socety. One person, or one committee should be assigned this task. A reasonable due date should be established by the Society and abided to by the individual or committee assigned to this task.

ON LOAN ARTIFACTS

This writer is unfamiliar with any type of written records kept by the Society Curators over the years. It is clear that written records are necessary for owned and on loan artifacts.

Of particular importance would be acknowledgements of receipt of an artifact loaned to the Society by an individual, a family, a trust, another Society, or from some other type agency or organization. The value of that artifact its description and the signature of the person(s) authorized to loan an artifact(s) to the Society would also be basic.

Two forms were drafted and provided to Society President Klocke and Curator Irmiter with the October 28, 1980 correspondence.

Artifacts-Insurance
February 5, 1981

3.

Attached, please find:

Loaned artifact Acknowledgement- Draft #1
Return of loaned artifacts - Draft #1

These forms or other forms would need to be in duplicate to insure that the owner and the Society maintain records of the transaction.

ARTIFACT ACQUISITION

During the last two (2) years of Brat and Beer Fest operation by the Wheeling Park District (1979 & 1980) \$1,344.70 has been set aside by the Wheeling Park District for the purchase/lease of artifacts by the Society (Please reference the Brat & Beer Fest Section of this report).

To date no recommendations have come forth from the Society for Board of Park Commissioners review and concurrence.

The artifact inventory referenced earlier in this section may provide the basis of these recommendations if gaps can be identified between what artifacts should be available for display, versus what is available for display.

The development of a multiple year artifact acquisition program was alluded to in the Finance Section of this report.

ARTIFACT OWNERSHIP

This topic is reviewed in the Affiliation Agreement Section of this report. Final determination and concurrence must be arrived at, as to who wants to, or should own the artifacts, or be named as the group accepting "on loan" items.

FUTURE DISCUSSIONS

1. Society provide the answers to the questions listed in "unanswered questions about existing artifacts" in addition to any other questions that may be generated.
2. Review of the existing inventory of owned items, and on-loan items.
3. Review and finalize a record keeping system or owned or on-loan artifacts.
4. Development of a multiple-year artifact acquisition program.

HERITAGE PARK
222 S. WOLF RD., WHEELING, IL
60090 (312) 537-2222

WHEELING PARK DISTRICT
WHEELING, ILLINOIS

CHEVY CHASE
1000 N. MILWAUKEE, WHEELING, IL
60090 (312) 537-2930

October 16, 1980

Mr. Edward Klocke
President
Wheeling Historical Society
245 E. Wayne
Wheeling, Illinois 60090

Re: Location of Artifacts

Dear Ed:

The Wheeling Historical Society raised legitimate questions concerning the extent and type of insurance coverage presently in force on the artifacts.

Pursuant to these questions, I have directed letters to our Insurance Broker and our Appraiser in an effort to resolve these questions.

While I am aware of the contents of Exhibit A. of the Affiliation Agreement, (copies of which have previously been distributed to the Society and the Park District), I am not aware of the following:

1. Are all items listed as owned or on loan physically present at the museum?
2. If items are not physically present, who has them and where are they? This question would not pertain to on loan items returned to the owner. On loan items returned to the owner should be deleted from Exhibit A, as they would not be insured by the Wheeling Park District. Owned items not physically present at the museum are not covered.
3. Has an inventory of artifacts been taken since they were moved back to the museum? If so, could a copy be provided to the Wheeling Park District?
4. Have additional "on loan" items been procured? Is a listing of these available for the Insurance Company and/or Appraiser?

It is felt that the location of all Wheeling Historical Society artifacts is a major priority. A new inventory of owned artifacts should be prepared. The Appraiser can then hopefully determine the Insurable Replacement Value, and the Insurance Company can then accurately insure those artifacts.

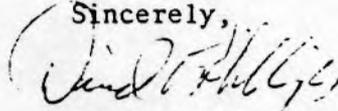
I concur with the concern expressed by the Society on the insurance coverage of the artifacts. Efforts by the Society to provide the answers to these questions will enable the Wheeling Park District to pursue and complete the artifact insurance program.

Mr. Klocke
October 16, 1980

2.

Whatever action that needs to be taken to answer these questions would be appreciated. Your feedback is necessary in order to implement direction to the Appraiser and the Insurance Company.

Sincerely,



David F. Phillips
Superintendent of Parks & Recreation
Wheeling Park District

DFP/ph
cc: Board of Park Commissioners
Chris Irmiter, Curator

Enc: 10/2/80 Letter to Insurance Broker
10/16/80 Letter to Appraiser

HERITAGE PARK
222 S WOLF RD., WHEELING, IL
60090 (312) 537-2222

WHEELING PARK DISTRICT

WHEELING, ILLINOIS

CHEVY CHASE
1000 N MILWAUKEE, WHEELING, IL
60090 (312) 537-2930

October 28, 1980

Mr. Edward Klocke
President
Wheeling Historical Society
245 E. Wayne
Wheeling, Illinois 60090

Re: Artifact Insurance

Dear Ed:

Enclosed, please find two (2) letters which are pertinent to a question raised at the Society meeting I attended on Wednesday, September 24th held at the Chamber of Commerce Park Community meeting center.

The question raised by Roger Powers, a Society member, dealt with artifact insurance and what was covered.

Attached, please find:

1. Letter of October 2, 1980 to the Wheeling Park District's insurance broker.
2. Letter of October 22, 1980 from the broker in response to my earlier inquiry.

Please also refer to my October 16, 1980 letter to your attention which reviews the location, current inventory etc; of artifacts. This letter is not reproduced.

As you can see, the initiatives I have taken to obtain a quotation for an artifact appraisal have been found to be unnecessary, as the value can be assigned by the Society.

The Insurance broker does require the following:

<u>Description of Item</u>	<u>Value of Item</u>
----------------------------	----------------------

The Society, for your inventory records, may wish to include other data such as identification numbers, age, condition, etc.

It is suggested that each of the items currently on loan be identified, and a value be placed on them by the owner of that artifact. A standard form should be utilized that is signed by the owner. A sample of such a form is attached for draft purposes.

I look forward to receiving from you, or Curator Irmiter, the information needed by the insurance company.

Sincerely,

David F. Phillips
Superintendent of Parks & Recreation
Wheeling Park District

DFP/ph
cc: Board Of Commissioners
C. Irmiter

serving the community

D R A F T # 1
WHEELING HISTORICAL SOCIETY
RETURN OF LOANED ARTIFACTS

I (We) the undersigned, hereby accept the return of the item(s) listed on the "Loaned Aftifact Acknowledgement."

I (We) find them to be in similar condition as when loaned to the Wheeling Historical Society.

Donor

Donor

Dated

Returned on behalf of the
Wheeling Historical Society by

Dated



Frank B. Hall & Co. of Illinois
230 West Monroe Street
Chicago, Illinois 60606

October 31, 1980

Mr. David F. Phillips, Superintendent
Wheeling Park District
1000 No. Milwaukee Ave.
Wheeling, Il. 60090

Re: Museum Artifacts

Dear Dave:

As I stated in our telephone conversation, the \$20,000 Limit of Liability which we have in force for these articles would apply to both owned and borrowed property. However, although we are binding this coverage with Transamerica, we are very much in need of the schedule of items and the value of each article.

I currently have the insurance for the Palatine Historical Society on a Fine Arts Floater Form. I believe their articles would be similar to yours, and perhaps they can be of some assistance in establishing values. My contact at the Palatine Historical Society is Ms. Sue Gould at 991-6460.

Sincerely,


James Fitzgerald
Account Executive

TO: David F. Phillips, Superintendent of Parks & Recreation
Wheeling Park District
FROM: John Piazza, Director of Parks, Wheeling Park District
RE: Old German Presbyterian Church Background
DATE: February 5, 1981

The oldest and first church in the Village of Wheeling, which is now known as the Wheeling Park District Chamber Community Center, had been built in 1865 and served its members until December 16, 1962, almost a century of use. The church was originally located on Dundee Road where Dunk'in Donuts is now located.

On April 3, 1969 at a regularly scheduled meeting of the Wheeling Park District Board of Park Commissioners, Commissioner Lorraine E. Lark advised the Board that the old Presbyterian Church located on Dundee Road would be torn down. She stated that the building had been offered to the Wheeling Park District providing the park would be willing to relocate the building. Motion was made by Commissioner Wilson, seconded by Commissioner Lark "that the Wheeling Park District furnish land for the building thus preserving the building as a memento for the community." Motion carried and approval by the Wheeling Park District President.

In May of 1969, the old church was relocated in its present location at Chamber of Commerce Park. It is situated on the east section of the park.

On January 15, 1970, at a regularly scheduled meeting of the Wheeling Park District, Board of Park Commissioners, "Commissioner Wilson made a motion, seconded by Commissioner Sackett, requesting the Historical Society to pass a resolution stating that all funds received as donations designated for the renovation of the the church building over a period of the loan, be turned over to the Wheeling Park District to be placed into an escrow account to retire the debt before the building is transferred over to the Wheeling Park District". Roll was called and the President declared the motion approved.

"Mr. Koeppen, President, Wheeling Historical Society, at the same meeting, assured the Board of Park Commissioners that the Wheeling Historical Society would pass the resolution re: contributions at their next meeting dated January 28, 1970."

On January 28, 1970 at a regularly scheduled Wheeling Historical Society meeting, Mrs Dana Benjamin proposed a resolution be drawn up. "Lorraine Lark drew up the resolution that evening and read aloud, same. Ron Ignatuis made a motion to "accept this resolution as read" and Walter Deins seconded the motion. The motion carried unanimously."

On February 19, 1970, at a regularly scheduled meeting of the Wheeling Park District Board of Park Commissioners, "Mr. John Koeppen of the Wheeling Historical Society presented the Board the resolution re: financing, passed on January 28, 1970 by the Wheeling Historical Society and also included, was the Bill of Sale for the old Presbyterian Church building which at that time was read to the Wheeling Park District Board of Park Commissioners by Park District Attorney Bjorvik. After reviewing the documents, motion was made by Commissioner Ross, seconded by Commissioner Wilson directing Attorney Bjorvik to redraft the documents and submit them to the Wheeling Historical Society before the next meeting. Motion carried."

This resolution had been approved at the April 16, 1970 Wheeling Park District, Board of Park Commissioners meeting. Attached, you will find a copy of this resolution.

Old German Presbyterian Church
February 5, 1981

2.

Renovation began on this structure in Spring of 1970.

Today, this building is being used for various types of functions and activities such as:

1. Meeting place
2. Religious Services
3. Recreational activities
4. Special community events.
5. Showers

BILL OF SALE

Seller, WHEELING HISTORICAL SOCIETY, of Wheeling, Illinois, in consideration of Ten and no/100 Dollars and other good and valuable consideration, receipt whereof is hereby acknowledged, does hereby sell, assign, transfer and set over to Buyer, WHEELING PARK DISTRICT, Cook County, Illinois, the structure commonly known as Community Presbyterian Church, presently located at Chamber of Commerce Park, Wheeling, Illinois.

Seller hereby represents and warrants to Buyer that Seller is the absolute owner of said property, that said property is free and clear of all liens, charges and encumbrances, and that Seller has full right, power and authority to sell said personal property and to make this Bill of Sale.

IN WITNESS WHEREOF, Seller has signed this Bill of Sale, at Wheeling, Illinois, this 28th day of January, 1970.

WHEELING HISTORICAL SOCIETY

By _____
John Koeppen, Jr.

CERTIFICATE OF SECRETARY

I, the undersigned, DO HEREBY CERTIFY that the following is a complete, true and correct copy of certain resolutions of the Board of Directors of Wheeling Historical Society, which resolutions were duly adopted at a duly called meeting of the said Board held on January 28, 1970, a quorum being present, and are set forth in the minutes of the said meeting; That I am the keeper of the minutes and records of the Wheeling Historical Society; and that the said resolutions have not been rescinded or modified:

"WHEREAS, the Board of Directors of Wheeling Historical Society and the Board of Commissioners of Wheeling Park District have determined that it is in the best interests of the residents of the community of Wheeling, Illinois, that the original Community Presbyterian Church, now located at Chamber of Commerce Park, Wheeling, Illinois, be restored; and

"WHEREAS, the Wheeling Park District is in the process of entering into a ten-year installment loan for the purpose of financing said restoration; and

"WHEREAS, the Wheeling Historical Society desires to participate in the financing of said restoration;

"NOW, THEREFORE, BE IT RESOLVED that the Wheeling Historical Society deliver to the Wheeling Park District all funds given to the Wheeling Historical Society for the purpose of restoring the Community Presbyterian Church, said delivery of funds to continue until the ten-year installment loan undertaken by the Wheeling Park District has been satisfied; and

"BE IT FURTHER RESOLVED that quarterly reports of the Wheeling Historical Society pertaining to transactions involving Community Presbyterian Church be forwarded to Wheeling Park District."

IN WITNESS WHEREOF, I have hereunto subscribed my name this
____ day of February, 1970.

Dorothy Forke, Secretary
Wheeling Historical Society

5.

WHEREAS, Wheeling Park District, Cook County, Illinois, is the owner of the following described real estate:

That part of the Southwest quarter of Section 2, Township 42 North, Range 11, East of the Third Principal Meridian, described as follows: Beginning at a point in the center of Wolf Road on the South line of William Zelosky's Milwaukee Avenue Addition to Wheeling (which point is 997.86 feet South and 330.3 feet East of the center of section 2, Township 42 North, Range 11, East of the Third Principal Meridian; thence running East along the South line of said Zelosky's Subdivision a distance of 616.41 feet; thence running South 4.53 feet to the North line of the Old Filkin Farm; thence East to a line which is 1041.48 feet West of and parallel to the center line of Milwaukee Avenue; thence running Southeasterly on a line 1041.48 feet West of and parallel to the center line of Milwaukee Avenue a distance of 448.84 feet to a point 913.4 feet North of the center of Dundee Road; thence Westerly along a line parallel to and 913.4 feet North of the center line of Dundee Road a distance of 776.70 feet to the center of Wolf Road; thence North in the center of said road a distance of 425.65 feet to the place of beginning (except thereof the West 50 feet, being the East half of Wolf Road,) all in Cook County, Illinois.

WHEREAS, Wheeling Park District, Cook County, Illinois, has entered into contracts to remodel a relocated church edifice on said real estate, and

WHEREAS, the Board of Commissioners, Wheeling Park District, Cook County, Illinois, finds it necessary to finance the construction of said building with a \$20,000, 10 year installment loan from Wheeling Trust and Savings Bank at an interest rate of 6.0% per annum.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED, that Lorraine Lark and Ferdinand Arndt, as President and Secretary respectively of the Board of Commissioners of Wheeling Park District, Cook County, Illinois be and they are hereby authorized and directed on behalf of said District to execute a Promissory Note, a copy of which is attached to and made a part of this Resolution and to execute all instruments and to perform all acts necessary to carry the foregoing resolution into effect, and

BE IT FURTHER RESOLVED, that, until the above-mentioned Promissory Note has been paid in full, the Board of Commissioners include the annual principal and interest payment as a part of the Annual Appropriation and Levy Ordinances adopted by the Board of Commissioners.

Motion was made by Commissioner Wilson, seconded by Commissioner Sackett to adopt said resolution and authorizing President and Secretary to sign same. Roll being called by the President, the following Commissioners voted:

AYE: R. Ross, A. Wilson, E. Sackett, L. Lark
NAY: None

Whereupon the President declared motion approved and resolution ADOPTED.

Minutes of

THE WHEELING HISTORICAL SOCIETY MEETING

Wednesday January 28th, 1970

Place: 139 Berkshire Drive, Wheeling
Home of John and Surely Koeppen

On the regular scheduled January 28th meeting night of last month (25) members were guests at the home of President John Koeppen and his wife Surely who treated to a most delicious Turkey Dinner. This being a belated affair due to the cancellation of the previous December meeting.

After Dinner the meeting was called to order by President John Koeppen at 8 P. M.

Ron Ignatius, the treasurer gave a report of things looking blue due to lack of funds. He said that Mr. Lambert is due for moving (\$622.00), and that (\$8.50) was paid out for entertaining the Ladies of the Addolorato Villa to Museum and the balance in the bank amounts to (\$2548.37).

Discussion about the tax deductions for renovation and restoring of Old Structures and also donations. That it would be best to write to the Illinois Historical Society for information pertaining to this.

The announcement from The Wheeling High School Foundation Scholarship Foundation telling of the Variety Benefit coming up this March 20th and 21st and that we should take part with some contribution.

Mary Jane Kopacek gave a report as Chairman of the Pancake Benefit Committee. She said that she inquired about the High School and found out that a fee of (\$35.00) would be charged and that no other places seemed available. John Koeppen said he would contact Jim Wleder of the Masonic Temple.

The treasurer was requested to send out reminders for dues due this February.

Marshall Eallin stated that he would have some form of resolution drawn up with authorization for correct date of Bill of Sale for the Old Church Structure selling to the Park District.

Lorraine Lark, President of The Wheeling Park District was present and gave us a challenging talk concerning the Wheeling Community Church Building that is now standing on the Park District Property. She told us not to become discouraged about the Project as plans already have been submitted for the renovation to convert into a sort of meditation center to hold occasions such as weddings; lectures and worship. That also facilities are planned for wash-rooms; kitchen and heat and air-condition. That the Wheeling Chamber of Commerce; The Wheeling Jan Cees and many other organizations of the Village have expressed their interest to help our Society even financially. That she was informed from the Park District who received information from the Wheeling Trust & Savings Bank that funds could be available for a period of ten years with The Park Districts consent. And that if we had a resolution drawn up The Park District Board would take action.

Dana Benjamin proposed such a resolution be drawn up tonight.

The President asked Lorraine Lark to draw up the resolution.

After the reading of this resolution to all present for allocating of the Church Structure as a Donation and the Renovation a Motion was made for the adoption of such.

Ron Ignatius made a Motion to accept the Resolution as drawn and read to all present. Walter Diens seconded the Motion. The Motion carried unanimously.

Lorraine Lark made a Motion to adjourn. Dana Benjamin seconded the Motion, which carried.

The meeting adjourned at 10 o'clock P. M. after a pleasant

TO: Wheeling Historical Society and Wheeling Park District
Board of Park Commissioners
FROM: David F. Phillips, Superintendent of Parks and Recreation
Wheeling Park District
RE: Lollipop Lane
DATE: February 4, 1981

BACKGROUND

In order to objectively review our current relationship and co-sponsorship we have reviewed Society and Park District minutes to provide a chronological progression of Board action.

Please refer to Director of Parks Piazza's attached memorandum on "Lollipop Lane- Board Meetings Chronological Decision Making".

QUESTIONS AND ANSWERS

In order to develop an understanding of all aspects of Lollipop Lane and the Wassil Bowl, a series of questions have been provided to Lollipop Lane Chairperson Shirley Mueller. Please refer to the attached letter of October 28, 1980.

The intent of the questions is to develop two levels of information:

1. Purpose Aspects.
2. Operational Aspects.

It is hoped that both aspects of Lollipop Lane can be reviewed and a determination made as to whether the original purpose remains the current purpose.

ORIGINAL PURPOSE OF LOLLIPOP LANE

From the Board Minutes, it can be ascertained that the initial question of "Why did the Wheeling Historical Society become involved with Lollipop Lane?" has an answer.

The original intent seems to be twofold:

1. To utilize the historically valuable church building built in 1865 which had recently been moved there (1969) and to bring people to the building for them to appreciate the restoration/renovation.
2. To provide an activity for the community during the Christmas season.

OPERATIONAL ASPECTS OF LOLLIPOP LANE

Society Related- Director of Parks Piazza and Superintendent Phillips of the Wheeling Park District will in the near future meet with Lollipop Lane Chairperson Mueller & Society members who have worked on this project, to define the answers to procedural questions about how the activity is organized and operated.

Park District Related- Please refer to Director of Parks Piazza's attached memo on "Lollipop Lane -Wheeling Park District Involvement!"

February 4, 1981
Lollipop Lane

2.

OPERATIONAL MANUAL

It is hoped that the final result of the combined efforts of the Society and the Wheeling Park District will be the development of a Lollipop Lane Operational Manual which provides the "HOW TO" for project continuity. This could also be utilized by other communities with Lollipop Lane being used as a model of how encourage awareness of historic buildings and provide a leisure service to the community.

FUTURE DECISIONS

The Wheeling Historical Society initiated Lollipop Lane in 1972 (9 years ago) and Society members have spent considerable time, effort and expense to plan, organize and implement this project.

It is suggested that the Society membership and Park District's Board of Park Commissioners discuss the feelings of the members of both agencies and arrive at a final concensus on the following questions:

1. Does Lollipop Lane still fullfil the original purpose?
2. Does Lollipop Lane fit into the purpose or reason for being, of the Wheeling Historical Society?
3. Does Lollipop Lane take away from the primary purpose of the Wheeling Historical Society, or does it help achieve this purpose?
4. Is the current share of responsibilities between the Wheeling Park District and the Wheeling Historical Society felt to be equitable?
5. Is an operational manual felt to be needed or desired?
6. How can Lollipop Lane, as a product, be improved to achieve its purpose?

TO: David F. Phillips, Superintendent of Parks & Recreation
Wheeling Park District
FROM: John Piazza, Director of Parks, Wheeling Park District
RE: Lollipop Lane - Board Meetings- Chronological Decision Making
DATE: February 4, 1981

On September 27, 1972 at a regularly scheduled meeting of the Wheeling Historical Society, Mrs. Lorraine Lark suggested that additional activities should be created for the Presbyterian Church located in Chamber of Commerce Park "to let the community see that there is something doing in this building" She suggested a Christmas activity such as an "Interdenominational Service and to run this affair for a week. A place for children and youngsters to visit during the Christmas season."

All members attending this meeting were in agreement for something like this around the holidays and to have the Wheeling Park District members work jointly in this project.

Lorraine was appointed Chairperson of this affair.

On October 5, 1972, at a regularly scheduled meeting of the Wheeling Park District, the Park Commissioners concurred with and approved this activity. They indicated that they would undertake to help the Wheeling Historical Society.

On October 11, 1972 at a regularly scheduled meeting of the Wheeling Historical Society, Lorraine Lark told the Society members that the Wheeling Park District Board of Park Commissioners had concurred and voted to approve this community event and that the Park District membership would undertake to help the Society.

At this same meeting, Shirley Koeppen made a motion to hold this affair jointly with the Wheeling Park District. Sam Datillo seconded the motion. The motion carried.

Much time was spent at this meeting to think of what to call this Christmas Festivity. The one most agreed upon was Santa's Junction, but this choosing was held over until the next meeting.

On November 7, 1972, at a regular scheduled meeting of the Wheeling Historical Society, a final determination of the name for this Christmas Festivity had been selected. The name selected was Santa's Lollipop Lane. Final determinations were made as to how many trees were to be needed, the layout to the building, both interior and exterior, dates and times, type of lighting, signs that would be needed, etc.

Lorraine Lark stated that the Wheeling Park District would help with the lighting and assist in making it attractive for the passer-bys to visit the church.

TO: David F. Phillips, Superintendent of Parks & Recreation, Wheeling Park District
FROM: John Piazza, Director of Parks, Wheeling Park District
RE: Lollipop Lane- Wheeling Park District Involvement
DATE: February 4, 1981

Below I have listed areas of responsibilities for the Wheeling Park District for the preparations of Lollipop Lane. I have also estimated the total amount of hours worked & a cost estimate for the preparation of Lollipop Lane for 1979 and 1980.

YEAR 1979

1. Pick up all toys, games, carpeting, etc and deliver to the church.
2. Hang snowflakes and garland.
3. Change interior lighting.
4. Remove empty boxes and store in the garage.
5. Clean the interior building before and after.
6. Hang exterior lighting
7. Hang Lollipop Lane sign at entrance of drive.
8. Install posts and lollipops along the walkways.
9. Set up the nativity scene.
10. Make up two toy soldiers and paint
11. Remove everything and store items for next year's use.

Total Hours worked = 104
Estimated Labor Costs = $104 \times 5.92 = \$615.68$

YEAR 1980

- Repeat of items #1 through 11.
12. The making up of an additional six (6) soldiers and paint same.

Total Hours Worked = 125
Estimated Labor Costs = $125 \times 6.78 = \$785.00$

HERITAGE PARK
222 S. WOLF RD., WHEELING, IL
60090 (312) 537-2222

WHEELING PARK DISTRICT

WHEELING, ILLINOIS

CHEVY CHASE
1000 N. MILWAUKEE, WHEELING, IL
60090 (312) 537-2930

October 28, 1980

Mrs. Shirley Mueller
Lollipop Lane Chairperson
Wheeling Historical Society
307 N. 1st Street
Wheeling, Illinois 60090

Re: Lollipop Lane -Wassil Bowl

Dear Shirley:

The Wheeling Park District Board of Park Commissioners, as you are aware, has directed that a complete listing of the Wheeling Historical Society/Wheeling Park District relationship be compiled and analyzed.

One of the areas of cooperation between the Society and District has been Lollipop Lane during the Christmas Season.

It is my hope that the Society and the District can separately compile all available data pertinent to our own agencies involvement in the Lollipop Lane project. This information can then be combined to accurately reflect the involvement of the Society and of the District in this project.

It is unfortunate that Lorraine Lark, who served in leadership capacities with the Society and with the District, is not available to share her intimate knowledge about how and why Lollipop Lane came into existence.

As someone who worked with Lorraine on this project for a number of years, and as the present Committee Chairperson for this project, it is felt that you have the best knowledge available in the Community at this time.

I respectfully request that the following type of information be compiled by the Society.

1. Why was Lollipop Lane started?
2. Who initiated the concept?
3. When was this first discussed and when was official Society action taken to sponsor this project?
4. How is this project felt to be within the preview of the Society?
5. What was done at the first Lollipop Lane and what improvements/changes have taken place over the years?
6. What various areas of responsibilities are entailed in organizing Lollipop Lane?
7. What specific tasks within these areas are accomplished by the Society?
8. How much time is involved in accomplishing these specific tasks, individually and in total? (number of volunteer hours spent to prepare, run, and clean-up.
9. Specific or approximate number of persons who attend? Is this rising, stable or falling?

S.Mueller
October 28,1980

Lollipop Lane

2.

10. What is the background behind the Wassil Bowl?
- a. Why was it started? What is its purpose?
 - b. Who initiated the concept?
 - c. When was it initiated?
 - d. How is it organized and run?
 - e. How has it changed?

These questions may not be all inclusive, but are intended solely to initiate the compilation of all pertinent data so that the "History" behind Lollipop Lane is not lost.

The Wheeling Park District will compile data on our brief history as co-sponsors, what this entails, what we do, how long it takes, what it costs etc.

It is realized that much work is entailed, specifically by the Society in compiling this information.

It is hoped that this information when compiled and combined, will show the total involvement of the Society and the District in perspective.

If the Park District can provide any assistance in researching Society records, we offer this gladly.

I do feel that a full and complete packet on Lollipop Lane and Wassil Bowl with copies of pertinent official records for direct reference, is not only desired but necessary, if we are to understand and appreciate the efforts, the intent and the community service provided by the Wheeling Historical Society.

Once the full scope of the project is understood, it is much easier for the members of the Society and Commissioners of the Wheeling Park District to deal with the commitment necessary which will continue to make this a successful project.

It is hoped that this commitment can be re-asserted by the members of the Society and the Board of Park Commissioners of the Park District. If this commitment is found lacking in one or both agencies, at that time objective decisions can be made about the future sponsorship of Lollipop Lane.

Sincerely,

David F. Phillips
Superintendent of Parks & Recreation
Wheeling Park District

DFP/ph

*Carroll
Lark
Lark*

The Wheeling Historical Society Meeting
Wednesday September 27, 1972
Place: The Church Building - Chamber Park

The Meeting was called to order at 8 P.M. by the President, Irene Datillo with (11) members present.

The Minutes of the previous meeting were read and to stand as are.

New Business:

Lorraine Lark made a Motion to have some one contact the Owner of the Historical Museum about the Lease and back rent, also including the Water & now existing Sewer problem in the basement, and to also ask about financing the project. John Koeppen seconded this Motion which carried unanimously. Walter Diens was suggested to contact.

Walter Diens suggested the painting of the outside of the Museum be held over until next Spring and to take care of the Beer Bill from the Brat Fest which has not been paid to date.

Walter Diens made a Motion to purchase a Village Flag to use to place on the outside Flag Pole and keep the one donated to us from the Village in the Museum building. Lorraine Lark seconded this Motion. This carried unanimously.

John Koeppen called attention of a letter received from the Carl Sandburg School regarding the complaint of table top damage and holes in the tables which we borrowed from them for the Fest. John said that was some notice of this damage when we received them. That inquiry should be with a letter asking them what the cost of repairing would be.

A Motion was made by Walter Diens to have a check picked up and pay the (\$130.00) for our sponsoring of the (First Illinois Drum and Bugle Corps) to Galena. Lorraine Lark seconded this Motion, which carried unanimously.

Surely Koeppen mentioned the much publicity which we received from Vince Lloyd, well known T. V. nescaster of W.G.N. and to thank him for making known over the air of our Brat Fest. To express this in writing as an incentive to help for next year's publicity.

Mary Kopacek asked a request in behalf of Girl Scout group Cadettes #142 and our Society sponsoring as in the past. She announced that these girls are capable and willing to help us in any way.

Lorraine Lark made a Motion to again sponsor these girls of this troop #142 for another year. Surely Koeppen seconded the Motion. The Motion Carried.

Walter Diens suggested that these girls could probably take care of the Museum on Sundays and whenever opened, having two girls a piece from the (15) troops out of the (52) Sundays a year.

John Koeppen suggested a get together of Scouts and the Public such as a fund raising project in the Community.

Lorraine suggested more activity for the Church Building to let the Community see that there is something doing in this Building. So it can be lit up with lights and Decorations. To have our Meetings and to invite the Senior Citizens and patients from the Addalorato Villa and plan some entertainment. To provide transportation for them. To make the Building attractive and show that there is something going on here. She suggested having something for the Xmas Holidays, such as an Inter-denominational Services and run this Affair for a week long. Something in the way of a Xmas Festival with a Santa Claus and sell Xmas Cookies, home made bakery goods, etc. Invite the Public and let all organizations know and hold this from December 15th to December 22nd. A Place for the children and youngsters to go to for a change, as there has not been such a Santa Claus in Wheeling for a few years as was in the past. Sort of a Xmas Castle with All the trimmings.

All Members present were of agreement for something like this around the Holidays. To have the Wheeling Park District Members work with us jointly.

Lorraine Lark invited all to the Park District Board Meeting next Thursday evening October 5th. Lorraine Lark would act as Chairman of this Affair.

THE WHEELING HISTORICAL SOCIETY MEETING
Place: The Wheeling Museum
Wednesday Evening October 11, 1972

The special meeting was called to order by President, Irene Dattilo with (10) members present.

The Minutes of the previous meeting were read and approved of by Motion made by Surely Koeppen and seconded by Lorraine Lark. Motion Carried.

The Treasurer reported a balance of (\$2165.77) on hand.

John Koeppen mentioned his contacting Ken Gill, Superintendent of Schools of Wheeling concerning the damaged tables we were notified about. John said that a reply from the School will be forth coming advising about money to repair them.

The President than turned over the Meeting to Lorraine Lark, Chairman of the Xmas Festival to be held in the Chamber Church Park and to be run for the time of beginning December 15th to including 22nd. The time limits to be opened each of these days from (6:30 to 8:30 P.M.) on Wednesday, Tuesday, Wednesday and Thursday, and Saturday and Sunday (1 to 5 P.M.) week ends.

Lorraine took over and announced that The Wheeling Park Board graciously acknowledged the (\$300.00) check we turned over to them. She mentioned to them she had discussed our planned Xmas project and they thought this would be a good idea, and said they would undertake to help us, as their vote taken was in approval for this. Lorraine also mentioned she had approached Marshall Belling of The Wheeling Trust & Savings Bank for a donation for this affair. John Koeppen said he had mentioned to The Wheeling Chamber of Commerce and their probability to help us financially or other wise. The Civil Defense group were also mentioned as a good idea to contact. Lorraine said that all the organizations of the Village should be notified by a letter in order to get their concern.

Surely Koeppen made a Motion to hold this Affair jointly with the Park District and if the Chamber of Commerce is interested to also help Sponsor. Sam Dattilo seconded the Motion. The Motion Carried.

Lorraine mentioned about (\$500.00) spending money for Decorations, etc would be necessary. John Koeppen volunteered to speak to The Chamber. Much time was spent trying to think of what to call this Xmas Festival. The one most agreed upon was (Santa's Junction), but this choosing is held over until next Meeting.

Committees should meet for more detailed plans.

A Santa Claus would be needed and much volunteer workers also and that it should be made known that home-made cookies are welcome to place beforehand for the necessary help that would be needed.

Lorraine Lark made a Motion to adjourn. Walter Diens seconded this Motion. The Motion Carried.

Ethel Wieder brought home made Brownies which she served with coffee.

Meeting adjourned at 10 P. M.

W. L. Lark
secretary

COLLIPOP
LANE

THE WHEELING HISTORICAL SOCIETY MEETING

Wednesday Evening November 7, 1972

Place: Sam and Irene Dattilo's Home in Buffalo Grove

A Special Meeting was called to order by the President, Irene Dattilo at 8 P. M., with (15) members present and one new member Mrs Sharon Gorski.

The Minutes of the previous meeting were read and correction made by Lorraine Lark, Chairman of the planned Xmas Festival about the dates and time which the secretary had wrong.

The Treasurer reported a balance of (\$1941.71) on hand.

Correspondence:

From The Wheeling Park District to thank the Society for the (\$300.00) we turned over to them as part payment of our agreement due on the renovation of the Old Church building.

A bill from the Grove Prods for the repairing of the outside Gas Lite of the Museum for (\$29.57).

Discussion about Water in the basement of the Museum was discussed, and Walter Diens said he would ask about this flood condition.

Adeline Schneider, a charter member inquired of profit benefits from the Beer N' Brat Fest and just how much was made. She mentioned that people have been questioning about money benefited and where it goes? Lorraine Lark replied that concern for answer to question of Profits- that is the benefit of the Community to uphold The Spirit as the Historical Society if a tax exempt organization and that we are paying off each year for the renovation of the Old Church.

Surely Koeppen spoke up saying that if anyone is in doubt they are welcome to come to our Meetings as they are public and anyone can come to inquire. Surely also mentioned a suggestion of sending an Xmas Plant to a Mr. McGowen for the much publicity over the Air thru Forster and Kleiser outdoor advertising firm for our last August Beer N' Brat Fest. Permission was granted and this is favor of all present. Surely also said that The Wheeling Chamber of Commerce as interested in our planned Xmas benefit and that they would like to help with something.

Lorraine Lark spoke in behalf of the Wheeling Park District saying that the Board has heartily endorsed our Xmas Affair and that they think this is a good Community relations project and for the children to see Santa here. Lorraine said that (3) members had met with her and spent time thinking for the name of this Xmas Affair, and they finally came to the conclusion to name this: [Santa's Lolli-pop Lane]. as this is something a child can easily remeber. That the opening day of the (15th to the 22nd) would have the time from (6:30 to 8:30 P.M) and (1 to 5 P. M.) on the 16th and 17th, Saturday and Sunday. She presented a cardboard replica she had made to show the places to make signs for the road and one to read (Santa will reign here for (5) days. That (16) wreaths would be needed for the windows and Live Trees can be used inside with flood lights for illumination. With the (2) Columns in the back and put Ibols to the top. That the Park Board would decorate the ceiling of the Church. Two large chairs would be needed for Mr and Mrs Santa Claus and to give the children (loblipops). To display some Toys That there are (48) organizations in the Village and we will have to wait for their reply as to what they decide to help us with. Surely said that Mrs Heinck will design the flyers to distribute to the Schools and in the Stores and that (5,000) would be needed. Surely Koeppen will take care of the Publicity. Not to forget the M's Clauses kitchen aromas. Several members signed up for home made Xmas cookies to place on the Historical Plates to sell. The Park District will help with the Lightening up and try to make it attractive for passer-bys to come in. My be light up the Steeple. So far arrangements and plans are working out and we are hoping to have a successful event.

Dorothy Flentge made a Motion to adjourn. Judy Ignatius seconded this. The Motion Carried.

Motion adjourned at 10 P. M.

Dorothy Flentge
secretary

TO: David F. Phillips, Superintendent of Parks & Recreation
Wheeling Park District
FROM: John Piazza, Director of Parks, Wheeling Park District
RE: Brat and BeerFest Background
DATE: February 8, 1981

In August of 1969 at the 75th Anniversary Diamond Jubile, the Wheeling Historical Society held an old fashion German Beer and Brat Festival which was so successful and well attended that from that first year of celebration, stemed the Annual Brat and Beer Fest. This annual event had been sponsored by the Wheeling Historical Society and was a major fund raiser for the Society.

In 1978, the Wheeling Park District agreed to assist the Wheeling Historical Society with their annual event. In the past, the Brat and Beer Fest had been held behind the Wheeling Trust and Savings Drive-In banking facility off of Milwaukee Avenue. In 1978 the Wheeling Park District offered to the Wheeling Historical Society, the use of the Chevy Chase Club House grounds which had been aquired by the Wheeling Park District in July of 1977. The Society concurred.

On May 23, 1979 at a regularly scheduled meeting of the Wheeling Historical Society, "President Bob Buerger asked the Society membership if they would like to sponsor the Brat and Beer Fest for that Year?" Alberta Klocke made a motion to sponsor the Brat and Beer Festival. Discussion ensued. President Buerger called for a vote on the motion and the no's passed. "

On May 24, 1979 at the regularly scheduled meeting of the Wheeling Park District "Commissioner Lark noted that the meeting of the Wheeling Historical Society, it was decided at this meeting that the Wheeling Historical Society would no longer sponsor the Brat and Beer Fest and that the Wheeling Park District, if inclined to do so, sponsor it this year 1979. Commissioner Lark made a motion that the Wheeling Historical Society members who wish to participate in assisting the Wheeling Park District in the operation of the Brat and Beer Fest, be given 25% of the net proceeds, and these members who assist, to determine the final use of the money for the use of the Society. Commissioner Mueller seconded the motion for discussion. After lengthy discussion, Commissioner Lark recinded her motion and seconded by Mueller. Motion to recind carried."

Subquently, "motion was made by Commissioner Lark, seconded by Commissioner Klocke that the members of the Historical Society who want to assist in the project, be contacted and serve as a supplementary work crew to assist in preparation and solicitation of manpower and that those members become the advisory group to the Wheeling Park District for the distribution for historical purposes for 25% of the net proceeds. Roll being called, the following Commissioners voted

AYE: L.Lark, E.Klocke, F.Schnaitmann
ABSTAIN: S.Mueller
NAY: None

Motion carried."

Seventy Five percent (75%) of the net proceeds for the 1979 Brat and Beer Fest were placed in the Wheeling Park District's Recreational Fund.

On May 15, 1980 at a meeting held between the Wheeling Park District and the Wheeling Historical Society discussion relative to the sponsorship of the Brat and Beer Fest took place. The Wheeling Park District agreed upon the following:

- A. "That the Wheeling Park District would continue to sponsor the annual Brat and Beer Fest."
- B. "That a sixty/forty percent be the proposed allotment and that 60% be applied against the debt incurred in the remodeling and moving of the museum and 40% be allocated for museum historical artifacts. The 60% split would be in effect for a period of three years. The 40% allocated for museum artifacts will be rediscussed with the Society each year."
- C. "That the Wheeling Park District Board of Park Commissioner would be amenable to "renegotiating" the percentage of net proceeds allocated for the Historical purposes with the Liaison Board, contingent on D. below:
- D. " The Society Board would ask their membership to endorse and actively support the Brat and Beer Fest.

On June 5, 1980 at a regularly scheduled meeting of the Wheeling Park District Board of Park Commissioners, "motion was made by Commissioner Lark, seconded by Commissioner Schnaitmann that sixty/forty percent (60%/40%) be the proposed allotment and that sixty percent be applied against the debt incurred in the remodeling and moving of the museum, and forty percent be allocated for museum historical artifacts. The motion was clarified to include that the sixty percent split of net proceeds will be in effect for three years (1980, 1981 and 1982). The forty percent (allocated for museum artifacts in 1980,) will be rediscussed with the Society each year. Roll being called, the following Commissioners voted:

AYE: L.Lark, E.Klocke, F.Schnaitmann, S.Mueller
NAY: G.Meier

Motion Carried."

This is presently in effect (please refer to financial reports).

NOTE: Society minutes do not reflect official action "to endorse and actively support the Brat and Beer Fest."

HERITAGE PARK
222 S. WOLF RD., WHEELING, IL
60090 (312) 537-2222

WHEELING PARK DISTRICT

WHEELING, ILLINOIS

CHEVY CHASE
1000 N. MILWAUKEE, WHEELING, IL
60090 (312) 537-2930

October 28, 1980

Mr. Edward Klocke
President
Wheeling Historical Society
245 E. Wayne
Wheeling, Illinois 60090

Re: 1980 Brat and Beer Fest
Financial Statement

Dear Ed:

The 1980 Brat and Beer Fest financial statement has been prepared by Park District Director of Finance Lockwood, and has been reviewed and approved by the Wheeling Park District's Board of Park Commissioners at their October 2, 1980 Board Meeting.

As President of the Wheeling Historical Society, the Wheeling Park District wishes to formally inform you of the preparation and approval of this financial information.

Enclosed for your files, and for distribution to the Society's Board and general membership, is a copy of the 1980 Financial Statement for the Brat and Beer Fest.

Also enclosed, is a copy of the 1979 Financial Statement.

For comparative purposes the following information is summarized.

	<u>1979</u>	<u>1980</u>
Total Revenue	9,463.46	11,525.90
Total Expenses	<u>8,370.94</u>	<u>8,846.98</u>
Total Net Gain	\$1,092.52	\$2,678.92
<u>Allocation of Net proceeds</u>		
75%- Rec. Fund	819.39	60% Museum Renovation \$1607.35
25% Artifacts	<u>273.13</u>	40% Artifacts <u>\$1071.57</u>
100%	\$1,092.52	\$2678.92

The total amount of proceeds from the last two (2) years of Wheeling Park District sponsorship allocated to obtaining (purchase, lease, etc) artifacts is \$1344.70.

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Please keep the Wheeling Park District apprised on how the Society seeks to allocate these funds.

Sincerely,

David F. Phillips
Superintendent of Parks & Recreation
Wheeling Park District

DFP/ph
cc: Board of Park Commissioners

TO: Wheeling Park District Board of Park Commissioners
Wheeling Historical Society Board of Directors and members

FROM: Luther E. Lockwood, Director of Finance, Wheeling Park District

DATE: October 02, 1980

RE: Financial Statement 1980 Brat and Beer Festival

Attached is a summary of Revenue and Expenses for the 1980 Brat and Beer Festival held August 3, 1980.

A review of expense show most to be directly related to this year's festival with several exceptions:

1. Purchase of a propane heater for boiling corn (\$64.82) and the heat-resistant blocks (\$8.28) represent a one time capital expense which will not occur next year.
2. A purchase of beer pitchers \$756.00 was made for pitchers to be used in 1981. Additional pitchers would have to be purchased next year- they were purchased now because we were offered a unusually attractive close-out price because the particular style was being discontinued.

This purchase does adversely affect this year's "profit" but will favorably affect the 1981 profit.

The attached Profit and Loss accurately represents all revenues generated and all expenses incurred from the Brat and Beer Fest.

BRAT AND BEER 1980

BRAT AND BEER PROFIT AND LOSS STATEMENT

Income:

Ticket Sales	\$11,406.90
Sale of Surplus	119.00
	<hr/>
	\$11,525.90

Expenses:

Ace Hardware	29.29	Hardware items
Chandler's	5.96	Office supplies
Edward Don and Co.	69.44	Tickets
Bob Weinberg	450.00	Beer Pitchers
Bob Weinberg	756.00	Beer Pitchers (for next year)
Dynamic Press	99.80	Flyers
Alpha Baking	210.00	Rolls
O.H. Bambas Company	25.00	Snow Cone Syrup
Blue Boy Portable Toilets	330.00	Portable Toilets
Bolger Coffee	267.75	Condiments, Spices, Forks, etc.
Coca Cola Bottling Company	716.00	Soft Drink
Sam Datillo	8.00	Plastic Forks
Ethel's Place	286.00	Corn, Potatoes, Onions
Fine Products Company	64.82	Propane Heater for Corn
Edward Hines Lumber Company	45.25	Paint, Brushes, Hardware
Industrial Gas	45.00	Propane Gas for Cooking Corn
Petty Cash	71.36	Ice
Metropolitan Distributors	1,465.62	Beer and Cups
N. S. Pizzo	94.50	Butter
Schaeffer Packing	98.20	Pickels, Bacon
Schaeffer Packing	1,582.40	Brats, Franks, and Kraut
Schaeffer Packing	147.00	Franks
Wheeling Disposal	255.50	Refuse Disposal
Richard Yech	798.80	German Band
Wheeling Park District	436.03	Maintenance Dept. Wages for Set-up, Breakdown, Clean-up
Village of Wheeling	176.00	Security
Cook County ALERT	200.00	Parking and First Aid
Northfield Block	8.28	Blocks for corn heater
Robert A. Morley	105.00	Medical Expenses for injury during Brat & Beer Fest
	<hr/>	
	\$ 8,846.98	
Net Profit:	2,678.92	
	1,607.35	60% Net Profit assigned to Historical Fund debt retirement
	1,071.57	40% Assigned to the purchase of artifacts
	<hr/>	
	\$ 2,678.92	Total Net Proceeds-100% allocated to Historical Fund

WHEELING PARK DISTRICT
REVENUE & EXPENSE SUMMARY
BRAT & BEER FEST
August 19, 1979

REVENUE - BY SOURCE

Sale of Tickets	9,352.76	
Sale of Surplus Merch.	<u>110.70</u>	
 TOTAL REVENUE		 9,463.46

EXPENSES - BY SOURCE

Operational Expenses

Sales Tax	451.00	
Food	2,506.44	
Beverages	2,011.00	
Misc.	197.00	
Services	<u>1,060.82</u>	
 Subtotal Operational		 6,025.24

<u>CAPITAL EXPENSES</u>	<u>1,545.70</u>
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TOTAL EXPENSES	<u>6,570.94</u>
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NET PROFIT	21,002.52
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75% - Recreation Fund =	819.39
25% - Museum Fund =	275.13
	<u>1,094.52</u>

BRAT & BEER FEST
EXPENSE DETAIL

Sales Tax	451.00	451.00	
<u>Food</u>			
Brats	1,140.00		
Kraut	110.00		
Hot Dogs	510.00		
Buns	195.25		
Corn	130.00		
Potatoes	32.00		
Onions	29.50		
Oleo	20.20		
Butter	45.90		
Pickles	22.50		
Condiments, Seasoning	<u>45.09</u>		
Subtotal Food		2,304.44	
<u>Beverages</u>			
Beer	1,500.00		
Coca Cola	<u>423.00</u>		
Subtotal Beverages		2,011.00	
<u>Misc. Paper Goods, Charcoal Tickets, Etc.</u>			
	107.93		
Subtotal Misc.		107.93	
<u>Services</u>			
Security	104.00		
Band	574.00		
Stove Rental	15.00		
Portable Toilets	330.00		
MPD Operational Labor *	550.00		
Refuse Disposal	<u>207.00</u>		
Subtotal Services		1,600.00	
TOTAL EXPENSE			6,825.24
<u>CAPITAL IMPROVEMENTS</u>			
MPD Labor **	400.41		
Lumber for Counters	857.91		
S/S Paddles	85.00		
Wooden Paddles	19.65		
Oven Mitts	20.75		
Food Processor	<u>75.00</u>		
			1,595.70

- * Includes set-up, assigned Sunday duty, take down and storage and clean up.
- ** One man for two weeks constructing counters and counter supports - a one time expense.

FINANCE COMMITTEE COMMENTS

Cash Control: Actual tickets sold, as counted by Ed Lockwood and Dorothy Flentge, each in the presence of the other, immediately following the closing was 27,229.

27,229 x .35 = 9,530.00
actual cash collected 9,352.76

177.24

From this underage of \$177.24 should be deducted money returned from beer pitcher deposits - making the percentage of error less than 1%.

Under Capital Expenses are listed expenses which contribute to both the present and future Festivals. The distribution is important because these particular expenses should not be incurred in the future.

President Bob Fuenger called the meeting to order at 8:45 P.M. There were 50 members and friends present at our annual Installation Dinner. President Fuenger asked the members if they would like to have Prof and Bear Fest this year. Alberta Klocke made a motion to have the Society sponsor the Prof and Bear Fest. There was some discussion by the members. Marshall Talling mentioned solving some of the problems connected with running the fest. Alberta Klocke reported that the Choral League members will work for a percentage of the net profits. We need 16 Chalmers to run the Fest, and we must be ready to go by the 1st of June if we decide to have it this year. Marshall Talling suggested we eliminate the beer from the fest. We discussed some of the things we would have in place of the Fest. Jessie Crause suggested we have an auction with the items donated. Mr. Sommerfeld told of an organization having a pizza day for a fund raiser.

President Fuenger called for a vote on the motion on the floor, and no's passed. He will not sponsor the fest this year.

President Fuenger said he would like more information on the Art Fair which the Scholar ship Foundation has each year (Wheeling High School) President Fuenger said he will call a meeting of the Board of Directors to discuss fund raising ideas.

The officers for the coming year were introduced. Ed Klocke, vice president. Dorothy Flentge, Treasurer. Board of Directors, Sam Datillo and Don Lark. Walda Paisley, Corresponding Secretary President Fuenger asked for everyones support for the work on future projects.

Shirley Mueller reported that the Wheeling Harold asked when the Museum would open and was told it would open in July and was open on Sundays in the past.

Barbara Forke has some things for the Society, among which is a Church Fan.

Bob Fuenger told of an Antique Auto which will be donated to the Society. a niece of the Haben Family has some artifacts which June Orlanski said she will pick up.

Mr. Koeppen said he will donate the paint to paint the inside and outside of the Museum.

President Fuenger introduced the guest speaker of the evening, Marshall Talling. His talk on Wheeling History highlighted the evening. He also brought along some of his paintings to share with us.

President Fuenger thanked all who attended tonight's meeting which was adjourned by motion at 10:30 P.M.

Respectfully submitted,
Helen Ross, Sec.

TO: Meeting Participants of the Joint Board Meeting of the Wheeling Historical Society and Wheeling Park District
 FROM: Dave Phillips, Superintendent of Parks & Recreation, Wheeling Park District
 RE: Combined Board's Meeting- Wheeling Historical Society & Wheeling Park District
 DATE: May 19, 1980

MEETING DATA:

Date: May 15, 1980
 Time: 6:30 p.m.-8:15 p.m.
 Location: Chevy Chase Club House
 Wayside Room

BOARD MEMBERS

MEETING PARTICIPANTS: (* Members both Boards)

<u>WHS</u>	<u>WPD</u>
Sam Dattilo	Shirley Mueller* Pres.
Don Lark	Lorraine Lark
Bob Buerger.Pres.	Glenn Meier Vice Pres.
John Koeppen	Frank Schnaitamnn
Jean Kavanaugh-Sec.	Ed Klocke *

NOTE: Written notes were taken by this writer, and are presented to reflect the intent and direction of the discussion. These are not, nor are they intended to be official minutes. Any participant with notes or recollection different than that presented below, is asked to call me to review any and all areas of differences so that these notes may accurately reflect the discussion. Any and all modification of these notes will be circulated.

The meeting was called to order by Lorraine E.Lark, Wheeling Park District, Co-Chairperson of the Building and Grounds Committee who had called the meeting to discuss:

1. Museum

- a. Key availability
- b. Building Supervision and Maintenance
- **c. Usage Logged

2. 1976 Affiliation Agreement

- a. Artifact Ownership
- b. Staffing
- c. Membership to the Liaison Board.

3. 1980-81 Budget

*4. Beer and Brat Fest

*5. Childerley

*Added discussion.

1. MUSEUM

- a. Key Availability- The Society Board requested that a key to the museum be provided to Marshall Balling, Historian. They felt that his tour's and historical work would be affected by a lack of direct accessability to the museum.

The Park Board reviewed the Park District's policy of limiting keys to Park District facilities that they have no keys and don't want any.

If something happens to a facility, the people with keys are looked to, to provide justification. The Liaison Board reviewed this matter and placed trust in Sam Dattillo with a key, which the Park Board radified.

After much discussion, the Park Board members present agreed (with F. Schnaitmann dissenting) to have a key to the museum and to the alarm made available to Marshall Balling for his own personal usage*. The keys would not be for any other person's usage but Marshall's and if the keys were found to be given out, they would have to be returned.

The Society Board members present agreed. Any individuals wishing access to the museum were to contact Sam Datillo who would either personally open and close the museum, or check the museum after the individuals returned the keys.

*This action was confirmed at the Regular Meeting of the Board of Park Commissioners which was held immediately after the Joint Meeting.

b. Building Supervision and Maintenance

Sam Dattilo and John Piazza (Wheeling Park District Director of Parks) were directed to meet and work out a schedule and assignment of tasks that was acceptable.

Dave Phillips requested that this be in writing and be approved as to content by both Boards. This was agreed.

c. Museum Usage Log

This item was suggested by Dave Phillips to ascertain on a monthly basis who was using the museum, when and for what.

Director of Parks John Piazza was asked to develop a form to be posted in the office which would be tabulated monthly and distributed to both Boards.

2. 1976 AFFILIATION AGREEMENT

- a. Confusion as to which agreement was in force was evident as several draft copies of the agreement were in the files of the Society.

After much discussion it was recognized by the Society that the signed Oct. 7, 1976 Agreement was the agreement in force.

1. Dave Phillips was directed to make copies of the agreement and distribute to the Society Board.
2. Bob Buerger was asked to provide a mailing list of Society Board members to Dave Phillips to accomplish #1 above.
3. Dave Phillips was directed to send a copy of Attachment "A" to Society President Buerger.

b. Staffing

The Park Board was made aware that Chris Irmiter was now the Society's Curator.

Staffing was further discussed under 80-81 budget. Please refer to that section of the notes (Item 3.)

c. Liaison Board Membership

Confusion existed on whether Liaison Board membership was officially five (2 Society- 2 Park District and 1 Citizen at Large) or seven (3-3-1). The October 7, 1976 Agreement showed five. Previous action by the Liaison Board and Wheeling Park District Board was discussed which changed the membership from five to seven.

Park Commissioner Ed Klocke (also President Elect of the Society) suggested an addendum to the 10/7/76 agreement to reflect this change.

Subsequent research has confirmed Liaison Board and Wheeling Park District Board of Park Commissioners action to expand the number of Liaison Board members from 5 to 7. See attached pertinent portions of:

- 1) Liaison Board Minutes of 2/16/77
- 2) Wheeling Park District Minutes of 2/17/77

Wheeling Historical Society President Buerger and/or Secretary Kavanaugh were asked to review Society records and indicate if formal action had ever been taken by the Society. If not, formal action was to be taken and confirmation of such action was to be provided to the Liaison Board and Wheeling Park District.

Dave Phillips volunteered to prepare an addendum to the Agreement to officially reflect the expanded membership of the Liaison Board upon confirmation of official action by the Society.

3. 1980-81 Budget

Park District Commissioner Lark reiterated that the 1976 Agreement stipulated that the Society was to provide suggestions to the Wheeling Park District to be considered by the District in budget preparation of the Museum Fund. This had not been received and the Society was requested to comply and provide the information to Dave Phillips within two weeks. Dave Phillips requested 2 years of requests listed in priorities. Shirley Mueller reviewed the file cabinet purchased by the Society which is to be placed in the museum.

4. Brat and Beer Fest

The Park and Society Board's discussed the motion made by the Society in May of 1979 to discontinue sponsoring the Brat and Beer Fest.

- a. It was agreed that the Wheeling Park District would continue to sponsor the Brat and Beer Fest.
- b. It was agreed that the Park Board would be amenable to "renegotiating" the percentage of net proceeds allocated for Historical purposes with the Liaison Board, contingent on 4c. below:
- c. The Society Board was asked to present to the membership of the Society a motion endorsing and actively supporting the Brat and Beer Fest.

5. Childerley

- a. General Comments- Park Commissioner Lark discussed comments heard that one or more Society members were not pleased with the usage concept of

4.

of the Park lands and buildings at Childerley. She reviewed the Park Boards action (See attached portion of the Wheeling Park District minutes of March 6, 1980) which confirmed action taken by the Liaison Board on March 5, 1980 (See attached Liaison Board minutes) in regards to the Library, chapel and 1st Little House.

Jean Kavanaugh volunteered that she had felt the park and buildings usage was "field House" orientated but appeared satisfied with the Park Boards action in further discussion and explanation.

b. Chapel Paint

Society Board member John Koeppen volunteered to provide paint for the chapel if Director of Parks Piazza provided the approximate square footage to determine the amount of paint used.

c. Society's Childerley Committee-

The Park District requested information from the Childerley Committee on the dollars available for Childerley and a list of projects and priorities on how they would like the dollars used, similar to the format utilized by the Society's Museum Committee.

d. Adopt a Tree

This new program was reviewed and Dave Phillips informed the Society that the names of persons interested in the program were being accumulated and that they would be "billed". Director of Parks Piazza will grid the orchard to accurately reflect tree locations and types.

With no further business to discuss, the meeting was adjourned at or about 8:15 p.m.

