

VILLAGE OF WINNEBAGO LIQUOR COMMISSION  
November 15, 2023

The Village of Winnebago Liquor Commission met virtually via GoToMeeting on November 15, 2023, at 5:30 p.m. with Franklin J. Eubank Jr. who was present at the Village Hall at 108 West Main Street. Also present in person were Liquor Commission members Kelli Jeffers and Jim O'Rourke.

**ROLL CALL: JEFFERS – O'ROURKE**

**GUEST:** Attorney Gaziano

**DISCLOSURE OF CONFLICT OF INTEREST** – No conflict of interest was stated.

**CHANGES TO AGENDA** – There were no changes to the agenda.

**APPROVAL OF AGENDA** – Not needed since there were no changes.

**APPROVAL OF MINUTES** – The June 22, 2022, minutes were not approved, will be discussed at the next meeting.

**PUBLIC COMMENT** – There was no request submitted for Public Comment.

**DISCUSSION OF THE LIQUOR ONLY SPECIAL EVENT APPLICATION** – Mr. Eubank provided copies of the Special Event Application and Liquor Only Special Event Application for discussion. It was suggested to have a separate shorter form.

Mr. Eubank stated the process would be that the Special Event Application would come to the Board for approval, and the Liquor Commission would approve the addition of liquor at an event. If no alcohol is involved it would not come before the Liquor Commission. There was a discussion of One-Day Events with Alcohol, and Temporary Licenses. Attorney Gaziano will contact the Illinois Liquor Control Commission for guidance. A three-day event limit was suggested. While reviewing City of Rockford's Special Event Application it was suggested that Attorney Gaziano contact the City of Rockford regarding their Special Events.

Mr. Eubank suggested requirements of a daily fee of \$165.00, such as the City of Rockford charges. Other suggestions included: fingerprinting for temporary license, proof of Bassett Training, the application submitted 90-days or 120 days prior to the event, and a late filing fee if less than 90 or 120 days.

Mr. O'Rourke suggested looking at Pecatonica's and Byron's applications, and their requirements. Mr. Eubank stated that we would need to make sure that their forms meet the State of Illinois requirements. Mr. Eubank will research other municipalities closer to Winnebago.

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**ADJOURN** – Motion to adjourn made by Mr. O'Rourke, seconded by Mrs. Jeffers. Motion approved on the roll call vote of those present. The meeting adjourned at 6:29 pm.

APPROVED: APRIL 17, 2024

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Liquor Board Member

Prepared by:

Kellie Symonds, Deputy Clerk