



## CHRISTMAS VILLAGE ADVISORY COMMITTEE MEETING

Minutes of the regular meeting of the Christmas Village Advisory Committee held Thursday, August 8, 2024, at 4:00 p.m. at the Ogden Community Service Building, 1875 Monroe Blvd. Ogden UT.

<b>Members Present:</b>	Richard Armstrong Robin Parent Nikki Lovell Nick Morris Amber Robson	Craig Bielik LeeAnn Christensen Sandra Tuck Bonnie Baird
<b>Members Absent:</b>	Ernie Terrazas Judi Culley Jacob Chadwick	Diana Meiser Keri Ritz Michelle Miller
<b>Ex-Officio:</b>	Monte Stewart – Park and Cemetery Manager Stacey Olsen, Project Coordinator Ryan Parent – Structural Maintenance Supervisor	

### **CALL TO ORDER**

Chair Armstrong called the meeting to order, greeted everyone, and performed a roll call.

### **APPROVAL OF MINUTES**

Chair Armstrong asked if everyone had a chance to review the minutes from the last meeting. **Member Lovell motioned to approve the June 13, 2024, meeting minutes. Seconded by Member Baird. Committee approved.**

### **HOODIES**

Chair Armstrong stated that the most popular vote was for the tan colored hoodie. Staff Olsen said she has sent this out to bid, but heard back from the vendors that they are unable to find a tan sweatshirt in the youth sizes. She has instructed them to go with a light brown.

### **EVENTS**

‘Bark’fest – Member Bielik stated that there is a meeting set to discuss this event on Thursday, August 15, 2024 at 2pm. Everyone is invited to attend, it will be in the Community Service Conference Room, 1875 Monroe.

Muppet Christmas Sing Along – Staff Olsen stated that the contract has been approved through the City, we are approved to move forward with this event. Member Bielik stated the Weber State Alumni has agreed to sponsor this event. We are looking for ways to recognize them. One idea is to name the event “Weber State Alumni presents A Muppet Christmas Carol Sing along, a fundraiser for Ogden’s Christmas Village.”

Breakfast with Santa – The subcommittee met and came up with some ideas that they would like

to implement this year.

- Name the event: Young Automotive presents Breakfast with Santa, a fundraiser for Christmas Village.
- Promote everyone to wear pajamas.
- Raise the price to \$30.00
- Need someone to find the elves and would like to meet with them before hand to do some training. Member Morris volunteered to look into this.
- Have Santa sitting at the front of the at a table, smiling at the kids.
- Elf Cart – having all the stuff the elves need.
- Asked Member Robson if she knew who at Weber State would be willing to come do some sing alongs with the kids. Member Robson suggested contacting the Performing Arts.
- Young Foundation will fund and provide the books. They will not be wrapped so that each child can pick the book they would like. They would also like to pass out a ticket for a free book to each kid to redeem.
- They would like to provide a hot breakfast for the adults and box breakfasts for kids. There was some discussion about this, some members do not feel the box lunch is a good idea. Member Lovell said she will ask Member Miller if she would like to get the bids again.
- They would like to buy stuffed reindeer to have in the center of each table. The elf assigned to that table will get to take that reindeer home. They would also like to purchase a stuffed reindeer for every child.
- Member Christensen said that she has found a printer that has agreed to do any printing we need. Staff Olsen suggested they print the tickets for the books, the placemats, letters to Santa, and ribbon. Member Christensen will look into it and see what they can do.
- They would like to buy new decorations. **Member Christensen motioned to approve \$900.00 for new decorations. Seconded by Member Baird. All approved.**

### **WARE HOUSE DATE**

Staff Olsen proposed the date of October 10, 2024, as the warehouse day to invite the sponsors to come work on their cottages. That is the day of our regularly scheduled meeting, so our meeting will be hosted from that location.

The committee discussed the quality of some of the cottages and how to improve them. They would like to do a rating sheet and come up with a system for the sponsors. The committee discussed the waiting list and how long it is and how to thin it out. Staff Olsen stated that she will work on getting each committee member a list of cottages that they can call directly and touch base with. At that time, we can confirm they are planning to decorate their cottage, give them important updates, discuss the ornament, and all the other details for the season.

### **DATES TO REMEMBER**

- Honorary Mayor Recognition – Tuesday in November at 6pm
- Opening Night – November 30
- Breakfast with Santa - December 14 at 9am, Union Station
- Muppet Christmas Carol – December 23 at 10am, Egyptian Theater

### **OPEN DISCUSSION**

Ornaments have arrived. Member Bielik stated that the company has agreed to make the red ornaments at no charge. The current red ornaments look more of a salmon color. The thought is

to use the first batch for the cottages and then sell the second batch.

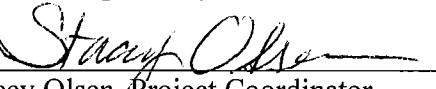
**NEXT MEETING**

The next meeting for the Christmas Village Advisory Committee is September 12, 2024, at 4:00 pm, Ogden Community Service Building, 1875 Monroe Blvd., Conference Room.

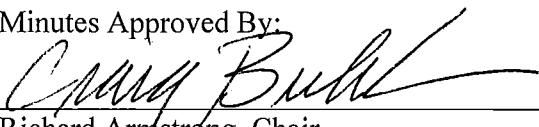
**ADJOURNMENT**

With no further business to discuss. **Member Lovell motioned to adjourn. Seconded by Member Baird. Committee approved.** The meeting of the Christmas Village Advisory Committee adjourned at 5:05 p.m.

Minutes Prepared By:

  
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Stacey Olsen, Project Coordinator  
Ogden City Public Services

Minutes Approved By:

  
\_\_\_\_\_  
Richard Armstrong, Chair  
Christmas Village Advisory Committee

Date Approved: 9/12/24

*Craig Bielik - Vice Chair  
Christmas Village Advisory  
Committee*