



CHRISTMAS VILLAGE ADVISORY COMMITTEE MEETING

Minutes of the regular meeting of the Christmas Village Advisory Committee held Thursday, October 10, 2024, at 4:00 p.m. at the Christmas Village Warehouse, 200 N 1000 W, Ogden, UT.

Members Present:	Craig Bielik	Richard Armstrong
	Robin Parent	Jacob Chadwick
	Nikki Lovell	Michelle Miller
	Nick Morris	

Members Absent:	Keri Ritz	LeeAnn Christensen
	Judi Culley	Amber Robson
	Bonnie Baird	Sandra Tuck

Ex-Officio: Monte Stewart – Park and Cemetery Manager
Stacey Olsen, Project Coordinator
Ryan Parent – Structural Maintenance Supervisor

Guest: LouAnn Kamigaki

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 September 12, 2024, meeting minutes. Seconded by Member Parent. Committee approved.**

EVENTS

Muppet Christmas Sing Along – Vice Chair Bielik stated that every thing is in place. The website is set up and tickets are selling.

Breakfast with Santa –

- Agenda
 - Doors will open at 8:30am
 - 9:00am, Breakfast will be served.
 - 9:15am, Santa and Mrs. Claus will enter the breakfast and be seated on the stage.
 - 9:30am, elves will escort Santa and Mrs. Claus to their seats to greet children. Mrs. Claus will pass out coupons for a book. Santa will pass out stuffed animals. Elves will be at the book table collecting coupons and helping children choose a book.
- Member Morris reported that so far he has 20 students from Ogden High. He will work on more from another school.
 - Staff Olsen was asked to purchase more elf hats.

- Drinks
 - Member Lovell has arranged for the hot cocoa and coffee
 - Guest Kamigaki spoke with coke and they will donate a variety of soda
- Member Culley reported that Valley Market is willing to sponsor a table for less fortunate kids. Staff Olsen will reserve a table for them.
- Member Parent stated that she has 6 volunteers to paint faces.
 - Staff Olsen will purchase all the paint supplies.
- Balloons – the committee discussed whether or not to hire a third balloon artist. They decided not to do it at this time.
- Donuts – Staff Olsen reported that Mr. Terrazas has a company willing to donated 10 dozen donuts. We can either cut the donuts in half, for our guests, or purchase more the cost to purchase an additional 180 donuts is \$226.66. **Member Miller motioned we purchase 180 donuts for \$226.66. Seconded by Vice Chair Bielik. All approved.**
- Mascots – Chair Armstrong reported that he has arranged for Auggie and Murray. He is working to get a few more mascots at the breakfast
- Magicians – Vice Chair Bielik confirmed that the magicians will be at the breakfast.
- Sponsors – Chair Armstrong, stated to please email over anyone that is donating in someway to the breakfast so we can add them to our slides.
- Reindeer stuff animals – Member Lovell would like to purchase some quality stuffed animals for the breakfast. The cost for 300 is \$2,500.00. Any left overs we can sell in the store for \$10 to \$15 each. **Member Lovell motioned to approve the purchase of the reindeer. Seconded by Vice Chair Bielik. All approved.**
 - Guest Kamigaki also received a donation from Coke for 300 little bears and 2 large bears to raffle.
 - The committee felt they could use the \$900.00 that was approved for new decorations to help cover the costs. Member Lovell stated that we can use the reindeer in the center of the table.
- Member Lovell stated that next year, we need to determine a budget at the beginning of the season, so we are guaranteed to get the items on time.

STORE

Staff Olsen asked for ideas of what to purchase for the store. She will email the signup sheet, please look it over and pick your dates.

SPECIAL EVENTS UPDATE

Staff Olsen shared a video of the group that would like to perform at the Christmas Village opening Ceremony. The committee all agreed that they sound awesome and will do a great job.

Staff Olsen stated that Staff Williamson could not be present today, but wanted to let the committee know that the Entertainment Schedule is nearly half full and more are booking their spots daily. The parade currently has 26 entries. They are also looking for volunteers for the parade.

DATES TO REMEMBER

- Honorary Mayor Recognition – Tuesday in November at 6pm
- Cottage Inspections, November 25 at 11am
- Cottage Inspections, November 29 at 11am
- Opening Night – November 30

- Breakfast with Santa - December 14 at 9am, Union Station
- Muppet Christmas Carol – December 23 at 10am, Egyptian Theater

OPEN DISCUSSION

Vice Chair Bielik showed a key that Symbol Arts has. This key would be given to our Honorary Mayor, long term committee members, and others that do an extraordinary donation to the Village. **Member Lovell motioned to approve spending up to \$1000.00 for the key. Seconded by Vice Chair Bielik. All approved.**

The committee asked if we are having anything new at the Village this year. Staff Olsen stated that the Train track has been made larger.

The committee discussed Santa's float and the committee float. Both need some attention. They felt the best option would be to do an RFP and see if we can get some designs submitted.

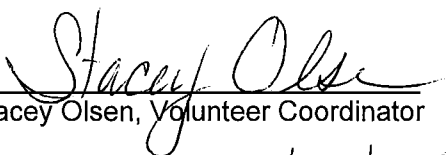
We currently have to open positions on the committee.

NEXT MEETING

The next meeting for the Christmas Village Advisory Committee is undetermined. Once City Council informs us as to when we will be meet for the Honorary Mayor, the committee will meet that day before the Council meeting.

ADJOURNMENT

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


Stacey Olsen, Volunteer Coordinator

Date Approved: 11/12/24