



CHRISTMAS VILLAGE ADVISORY COMMITTEE MEETING

Minutes of the regular meeting of the Christmas Village Advisory Committee held Thursday, November 12, 2024, at 4:00 p.m. at the Municipal Building, 2549 Washington Blvd., Ogden, UT.

Members Present:	Richard Armstrong	Bonnie Baird
	Robin Parent	Jacob Chadwick
	Nikki Lovell	Michelle Miller
	Nick Morris	LeeAnn Christensen
	Sandra Tuck	Judi Culley

Members Absent:	Keri Ritz	Amber Robson
	Craig Bielik	

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 October 10, 2024, meeting minutes. Seconded by Member Tuck. Committee approved.**

EVENTS

Muppet Christmas Sing Along – Vice Chair Bielik and Staff Olsen met with the Egyptian Theater Staff today and finalized the details. We will have a table set up in the lobby selling items from our store. We need a couple of volunteers checking for tickets at the entrance. We currently have close to 200 tickets sold.

Breakfast with Santa –

- Decorations
 - The committee discussed new decorations for the Breakfast with Santa. Member Lovell motioned to approve \$900.00 for trees, bears and reindeer. Seconded by Member Baird. Committee approved.
- Assignments
 - Elves – Member Morris reported that he currently only has 20 confirmed. He will reach out to Mt. Ogden Jr. High and see if he can get some more. Member Lovell stated she will train the elves that morning.
 - Face Painters – Member Parent will organize the painters and make sure they have what they need.

- Servers – Staff Olsen stated that we will need a few volunteers to help dish the food. The caterer requested we have servers to avoid guests taking too much of one thing.
- Registration – We will have various members at the registration table checking people in.
- Decorate – Please plan to help decorate on Friday, December 13th. Staff Olsen will send more details soon.
- Guest Kamigaki reported that Coke is donating 300 bears, 2 large bears, and drinks for the breakfast.
- Member Lovell stated that Daily Rise is planning to bring hot cocoa and coffee.
- Chair Armstrong asked for a list of all the donors and updated art work for the slide show.
- Member Christensen will work on a sheet for the elves to complete and place at their tables.
- Member Culley reported that Valley Market is sponsoring a table for a group of kids from the YCC. She has also reached out to the YCC and they are excited to attend.

STORE

Staff Olsen passed around the store sign up sheet. She also presented some new merchandise she would like to purchase. Member Lovell motioned to approve up to \$3,000.00 for new apparel, seconded by Member Baird. Committee approved.

OPEN DISCUSSION

Chair Armstrong reminded everyone to vote on the USA Today poll. Let's make Christmas Village #1.

Member Chadwick stated that we have run into some difficulties with the train. We are meeting with the group that designed the new track and wheels. Hopefully they can make the repairs before opening night.

SPECIAL EVENTS UPDATE

Staff Member Williamson shared some updates.

- **The Corner:** 10a-9p Monday – Saturday. December 24th & 31st close at 4p. Cup of Coco \$2 on the 30th, up to \$3 on the 2nd, fresh cookies \$2. An estimated 900 guests are served on parade night. Ornaments and hoodies are also for sale here, they usually sell out.
- **Holiday Electric Light Parade:** 60+ floats, 97 volunteers but still in need of about 26 more. Each of whom will be given a sweatshirt. 15000-17000 guests celebrating with us downtown. The Santa Run is at 430p. The parade starts at 530p on 23rd street and follows Washington Blvd to 28th street.
- **Grand Marshall Bio:** Adlee Frampton, 3yrs old. Diagnosed with kidney cancer in May of 2024, but as of October 14th and 13 rounds of chemo, Adlee is now cancer free! She loves dancing, watching football with dad and Elsa from Frozen. She'll be riding in a carriage as the Grand Marshall and escorted by princesses.
- **Opening Ceremony:** The stage program begins close to 630p on the Amphitheater stage with special guest, Mitokandrea. Santa and our Grand Marshall will flip the switch to turn on the lights in the entire village. Fireworks will commence, followed by another performance by Mitokandrea.
- **Christmas Village Stage:** Performances are on 6-8p every Monday, Wednesday, Thursday, Friday, and Saturday (we are dark on Tuesday and Sunday) for a total of 17 performance dates. There are 32 performance groups with over 820 individual

performers. Seven of these groups are hired bands and are scheduled on Friday and Saturday nights, with performance fees of \$2400 from the ACE programming budget. There are also 200+ production team hours with an estimated cost of \$11k, also from my department's programming budget.

DATES TO REMEMBER

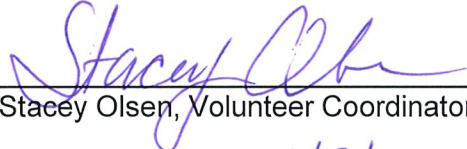
- Cottage Inspections, November 25 at 11am
- Cottage Inspections, November 29 at 11am
- Opening Night – November 30
- Union Station Decorating – December 13
- Breakfast with Santa - December 14 at 9am, Union Station
- Muppet Christmas Carol – December 23 at 10am, Egyptian Theater

NEXT MEETING

The next meeting for the Christmas Village Advisory Committee will be January 9, 2025, in the Ogden City Community Service Building, 1875 Monroe Blvd. Ogden, UT.

ADJOURNMENT

With no further business to discuss. **Member Chadwick motioned to adjourn. Second, 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: 1/9/25