

# MINUTES

## SH Capitol Christmas Tree Committee

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August 21 , 2018 / 10 am

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### In Attendance

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Dominic Valloni, Brian Womack, Kevin Makinson, Kellie Kem, Ken Collins, Candy Snyder, Shirley Austin, Robert Shamek, Lance Gatchell, Scott Gagner, Joyce Ohnesorge, Miriam Swanson, Susan Coleman

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### Approval of Minutes

### Committee Reports

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- Parade

Kellie Kem has agreed to help with the staging of the parade.

This will be the only "Christmas Parade", the annual Christmas Parade that usually occurs the first week of December will not take place this year.

Shirley Austin will contact Jan Hufford (Cedar Shack) about making a popcorn yule log for the parade, to be served at the celebration

- Street Fair/Celebration Event

Shirley Austin reported that the entertainment line up is filling up. Singing Christmas Tree will perform as well as karaoke and the R & R Band. Robert Shamek added that Cloverdayle has agreed to perform at the event.

Scott Weld will donate port-a-potties . Scott Gagner is taking care of rolling trash bins for the parade route and the event grounds.

Don Gonzales will be the event Santa Clause.

Chairs, Tables were discussed for food vendor areas. It was decided that bistro tables would be the best choice.

Six to eight heaters are needed

Volunteers for stage help and stage set up are needed (roughly four individuals are need for each)

Scott Gagner will contact Sunshine Industries crew for help with grounds clean-up

- Donora Relations

More donations are needed. Donation forms are available, if committee members would like to reach out to possible doners. Contact Susan Coleman

- Community Decorations

Wreaths: Candy Snyder reported that she and Jennifer had worked on cleaning wreaths Committee

In October, Rotary Club will assist with putting on the lights donated by Bi-Mart .

It was decided to shelve the idea of a swag and/or banner idea across Main street.

- Marketing/Press Release  
Information is going out in The New Era this week regarding applications for parade and vendors. A press release / story will be coming soon. Once that is written, distribution to various media outlets will occur. Soon, we will begin getting information out over a variety of social media.
- Cloverdale Park  
Volunteers are needed to help with decorating park.
- SH Ranger District  
Tree has been chosen, but information will not be released to shortly before cutting.
- Action Items

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### AnnouncementsNext Meeting

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Only 5 Committee Meetings until the event.

Next meeting scheduled for September 4th 10 am – Chamber of Commerce