

2021 Holiday Hoopla Meeting : 8/17/2021
Tim's Wine Market : 5-7pm

Committee Members: Dorrie Batten, Amanda Black, Heather Churchill- Voorhees, Brynna Connors, Bonny Elder, Morgan Kimmel, Debi Lake, Lana Marchitelli, Heather Oles, Kristen Rumble, Christine Samek-Yonge, Beth Visser, Colleen Williams

Liaisons: Andy Williams (Town Council) and Vicki Hearst (Windermere Garden Club)

AGENDA:

1. Event rentals - companies, options, prices, needs from residents for yard games. Face painters, photo booths/picture area, etc. Discuss options from Dorrie also. Hand sanitizer at each station.
2. Mailer - theme, updated Town mailing list from Town admin, date to be printed and mailed out. Banner or Program with sponsors and town staff listed?
3. Santa - hours, volunteer/hire, roaming vs. stationary, hand out candy canes, collect Letters to Santa, Town outfit?
4. Food Trucks - Town approved vendor list, vote on 3 choices/availability, set up location same as years past. No charge for food truck vendors.
5. DJ - same DJ as last year. Booked and deposit made.
6. Decorations - coordinate with Vicki Hearst, elegant Deer theme (gold, silver, black, green and red) for town hall exterior entrance, interior stage, back porch, outside grounds, tables, table cloths, etc. Leftover decor from Mayor's event in Town community room.
7. Balloons - multiple vendors to discuss along with locations for balloon decor
8. Beverages - opportunities for sponsorships (small waters, N/A punch, hot chocolate, coffee, styrofoam cups)
9. Desserts & Apps - opportunities for sponsorships (NBCakes, cookies, etc). Fruit, cheese and cracker tray by Tim's booth. Contact Melinda Mincey for traditional themed cake? Plates and napkins.
10. Wine and Beer - Tim's selling wine and beer. Windermere Brewery setting up tent for samples/tasting only.
11. Crafts/Letters to Santa - ideas and check leftovers from 2019 HH.
12. Student Volunteers - 25 or so needed evening of the event. Contact Olympia HS honor society and Town WAY committee for volunteers. Wear NHS or WAY shirts. We purchase something for each student to show they are an event volunteer (light up necklace, elf hat, etc.). Volunteers are offered 5 hours of community service. Appx hours are 5:30 - 10pm. Pizza dinner offered during in-service at 5:45pm.
13. Charity - sponsor/set up table to donations to coincide with WPD
14. Public Works/Lighting/Tables - first meeting done with new director Tonya Elliott-Moore. PW helping similar to 2019 HH event. Will pick up and deliver lights from Sunbelt. Assist with event set up and clean up. Need to discuss layout and renting a few high top tables.
15. Wristbands - discuss options/check-in table/private event signs.
16. Budget - update by line item and forms to tax exempt and reimbursement.
17. Misc items

Holiday Hoopla Event Date - Friday, 12/3/2021 from 6:30-9:30pm

Event Location - Windermere Town Hall : 520 Main Street, Windermere, FL 34786