

SHABBONA VILLAGE BOARD PUBLIC AFFAIRS COMMITTEE

Wednesday, September 6, 2023 @ 6:00pm

Village Hall, 206 S. Blackhawk Street

- 1. OPENING OF MEETING**
- 2. ADDITIONS TO THE AGENDA**
- 3. APPROVAL OF 8/2/2023 MINUTES**
- 4. WINTER FESTIVAL – SATURDAY 12/2/2023**
 - A. Event time(s) / Locations
 - i. Event Schedule – first draft
 - B. Decorations & Signing/Advertising
 - i. Posters need to be ordered by mid-October
 - ii. October Utility Bill newsletter
 - C. Set-Up
 - i. Tents, tables, chairs, heaters - David
 - ii. Lighting & Power source(s) for hot cocoa, chili, heaters, etc.
 1. FEMA Grant for generator light towers - Geoff
 - iii. Communications – Geoff
 - iv. Use of Fire Department space?
 - v. Map for Festival including Road closures
 - vi. Trees, lights, luminaries, signage
 - D. Activities/Contests
 - i. Santa – Lion’s Club
 - ii. Contest after tree lighting
 - iii. Nielsen draft horses
 - iv. Alpacas
 - v. Honiotes Scottish Highland cattle
 - vi. Bonfire
 - vii. Toy Drive
 - viii. Cake/Pie Walk
 - ix. I-Spy Game
 - x. Ornaments/Crafts – Library?
 - xi. Photo Ops & Sleigh under WTP Pavilion
 - E. Vendor & Craft Fair - Cindy
 - i. \$10 per booth registration 4pm-7pm
 - F. Food/Beverage
 - i. Hot cocoa station
 - ii. Chili
 - iii. Battle Axe Coffee
 - iv. Food Trucks
 - G. Volunteers
 - i. Need to recruit people
 - H. Sponsors
- 5. OTHER PUBLIC AFFAIRS BUSINESS**
- 6. PUBLIC COMMENT**
- 7. NEXT MEETING DATE**
- 8. ADJOURNMENT**