

The Factoryville Borough Christmas Market Committee held their regular planning meeting on December 16th, 2025 at the Factoryville Public Library. Patti McGonagle called the meeting to order at 6:15 pm.

PRESENT: Patti McGonagle, Beth O'Malley, Leslie Litwin, Mieke Hunting, Paulette Johnson, Erika Winklebeck, Michelle Ross

ALSO ATTENDING: Eleanor Kane, Missy Bower, Nancy Walters,

AGENDA: *L. Litwin voted to approve the agenda, N. Walter seconded. All yea.*

MINUTES: *E. Kane voted to approve the November 25th, 2025 minutes. M. Bower seconded. All yea.*

GENERAL REPORT:

UPDATES:

Everything is cleared off of the storefronts and pavilions, lights are still on the bridge until after the new year. The Tree is also still up and decorated until after the New Year.

All vendors enjoyed the market and had a great time and made a lot of money.

It's hard to see into the basketball court with the wreaths hanging in the way, and it was hard to find where Santa Claus was.

We'll get the links for volunteer sign up out early to hopefully go into the sewer bill for July, and will have all the tasks on one page this year.

COMMITTEE REPORTS:

- A. **Parking (Beth O'Malley):** Will need entrance and exit signs for next year.
- B. **Entertainment (Erika Winklebeck):** No report.
- C. **Decorations (Paulette Johnson):** No report.
- D. **Vendors (Patti McGonagle):** No report.
- E. **Volunteers (Mieke Hunting):** Boy Scouts thanked us for the donuts. It was decided to make a donation to Christy Mathewson Little League for lights on in November and January. We also decided to make a \$100 donation to the Boy Scouts, \$100 donation to the Factoryville Fire Company, and provide food to Endless Mountains Extended Care men for helping out.

N. Walter makes a motion to make donations, M. Bower seconds. ALL YEA. Motion passes.

- F.
- G. **Finances (Leslie Litwin):** As of December 16th we have \$19,054.58 in the account, including \$2,026.65 that we've deposited since November 26th. We do have \$2,344.04 in outstanding bills to be paid, bringing our total to \$16,710.54. We will also have a \$475 invoice for Endless Mountains Visitors Bureau in January, and the electric bill for December.

M. Hunting makes a motion to pay outstanding bills, E. Kane seconds. ALL YEA. Motion passes.

- H. **Advertising (Michelle Ross):** There is still \$179.97 in the advertising budget. Voted to replace a large sign that got destroyed, and get Beth two enter and two exit signs.

L. Litwin makes a motion to order signs, M. Hunting seconds. ALL YEA. Motion passes.

NEW/OLD BUSINESS:

N. Walters makes a motion to buy bins at a cost of \$75. P. Johnson seconds. ALL YEA. Motion passes.

Meetings will continue to be the fourth Tuesday of the month at 6:15 in the Factoryville Public Library.

B. O'Malley made a motion to adjourn the Factoryville Borough Christmas Market Planning Meeting. M. Hunting seconds. All yea.

The regular meeting of the Factoryville Borough Christmas Market Meeting adjourned at 7:54 pm. The next regular meeting will be held January 27th at 6:15 in the Factoryville Public Library.

Respectfully submitted,

Mieke Hunting