

## Factoryville Borough Christmas Market Committee

July 22<sup>nd</sup>, 2025 minutes

The Factoryville Borough Christmas Market Committee held their regular planning meeting on July 22<sup>nd</sup>, 2025 at the library. Patti called the meeting to order at 6:20pm.

Present: Patti, Carleen, Erika, Paulette, Mieke, Nancy, Eleanor, Leslie, Beth, Michelle Ross  
Absent: None

Beth made a motion to accept the agenda (with change from April to June), Eleanor seconds. All yea.

Beth made a motion to approve the minutes, Leslie seconds. All yea.

### 7 – General Report

(a-i- Sponsor Update) No new sponsors.

(a-ii- Vendor Update) We did get a few new vendors. Still room for more. Why are Purple Pepper Farms and Red Barn Rummage listed as community for pricing purposes? Hatchet Jacks is in for Friday Night.

(b- i- Wreath Updates) Mieke will work on new flyers and tags for wreaths. Wreath order forms need price and deadline. Add “in honor of, in memory of, purchased by” to be circled.

(b-ii- Store Front Updates) Gary is on it, waiting for cooler weather. He has helpers all set to go.

(b-iii and iv) Tabled until next month.

(c- Finances ) No updated report due to Shannon being out of town.

### 9- Entertainment Updates

(a- Music) We’re paying a flat rate of \$100 per hour for up to 8 hours. Erika will reach out to John Bower and Jeff Tyluki. Mieke will reach out to schools in October. Patti will reach out to Jay Travis.

John Bower probably wants to perform Friday night 7-9, Jay Travis wants to work with or around the Baptist Church in the Community Tent.

Bryan Davis has sound system for music to borrow for the weekend. Will need his name and address for a thank you.

(b- Santa) No update on Santas. We need a budget.

(c- Elf School) We will rent a tent, 20x30 is ideal. Erika will bring prices for August meeting.

### 10- Advertising

Happenings was about \$800 last year for just an ad, no article. Do we want to spend all that money on an ad? Voted no. Maybe do youtube advertising? Michelle will look at prices. We pay for ads in the Times, Examiner, and Advance.

Christmas Market "trail" voted a no, but can we reach out to Montrose to maybe do reciprocal advertising or cross promotion?

Can we get someone from Channel 16 to come out for the tree lighting? Maybe Jeremy from weather?

We need a catch. Reindeer pricing is astronomical. Can we possibly get them for just a small amount of time? Can come in as a vendor and charge or we can pay them and have it free for a time?

(b- signs) Can we get new signs and not change the designs yearly? To be all the same size and color, etc. We'll need 50 24x18 yard signs front and back with H stakes, and 50 without, for a total of \$575.

Need maybe 3 8x3 banners. Need to call Dunkin in Tunkhannock and O'Hora eye in Clarks Summit to see if we can put up banners there. Will also put one up in Fleetville.

Deadline to get the definite sign numbers to Michelle 10/1. Thank-you banner later in month, needs to be bigger and maybe we can put it on the fence? Or possibly 3 smaller thank you banners and a larger one, to be put on the bridge, concession stand and at Riverside or the backstop?

## **11 – Food**

Hatchet Jacks and Little League are in. Lupo Rosso Pizza and Nickies Fabulous Hoagies are also in. Next Level food truck is a possibly. Mens Civis Club chili is happening, and the Class of 2026 is doing food as always.

## **12- Committee Reports**

(a- Parking- Beth) Will call bus people to arrange a possibly cancellation clause. The field use form is already signed and returned.

(e- Volunteers- Mieke) Patti already talked to the Mens Civics Club, we'll start the sign-up genius at the end of October to start November 1<sup>st</sup>, so people don't get too forgetful in advance. Recovery people will come out whenever we need them, we'll need to budget money to feed them, but they can put up storefronts, lights, burlap, decorations. We need a definite time for them.

## **14- Adjournment**

Mieke makes a motion to adjourn the Factoryville Borough Christmas Market Planning Committee.

Beth seconds. All yea. The regular meeting of the Factoryville Borough Christmas Market meeting is adjourned at 8:19 pm.

The next meeting will be held August 26<sup>th</sup> at 6:15 in the library.

Respectfully submitted, Mieke Hunting (8/16/25)