



STAFF REPORT

MEETING DATE: Dec. 4, 2023

AGENDA ITEM: 4D

TITLE:

Open House Report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

REFRESHMENTS:

The Friends of the Library will be providing refreshments. They have agreed to purchase cookies. The Friends will be in contact with those who signed up to help.

PERFORMERS:

Board members Lisa Gossett and Sally Keinarth arranged performers for Open House. All performances have been scheduled and confirmed.

GREAT CITY DECORATING CONTEST (GCDC):

Houses and decorating supplies went to participating departments on Tuesday, November 28th. A total of nine departments agreed to participate, with sixteen entries distributed amongst them. A complete list of participating departments follows:

- IT/GIS
- Recreation
- City Manager's Office
- Police
- Public Works
- Fire
- Finance
- Communications
- Special Events

GRAHAM CRACKER HOUSES:

A total of 300 houses are available to give away for Open House 2023. Sixty houses will be packaged as take-home kits at the beginning of the day. Forty houses have been allocated for decorating in the library during each of the six hours, making for a total of 240 houses spread throughout the day. Reservations will be accepted day-of. Any houses left over at the end of each hour will be boxed up to make additional take-home kits.

INTERACTIVE ACTIVITIES:

Two interactive activities will be available throughout the library during Open House.

- Letters to Santa: Supplies will be available for children to write letters to Santa. The letters can be dropped off at the mailbox in front of the Museum.
- You-nique Snowflakes: Paper snowflakes and decorating supplies will be laid out for children to get creative. The completed snowflakes will be posted on the columns in the library so each child can add their unique flair to the library's holiday décor.

