

## MONTHLY COMMITTEE and/or LIAISON REPORT

COMMITTEE OR LIAISON: **Holiday on Campus (2014)**

DATE: **September 3, 2014**

LOCATION OF MEETING: **256F LSU Student Union**

**ATTENDANCE:**

LoRita Collins (Co-Chair), Trey Truitt (Co-Chair), Holly Carruth, Nikki Godfrey, Michelle Lowery, Tammy Millican, Kandie Saucier, Aaron Cherry,

**PRESENTATION: None**

**SUMMARY:**

The HOC Committee met for the first time to discuss past event plans and logistics. We discussed maintaining much of the event set up and plans from 2013 to be utilized for this year's event. We did explore new options for where certain activities will be placed, and explored ideas of usage of new/adjacent Union rooms.

New ideas being explored for HOC 2014:

1. Exploring opening up the event to a larger campus population; i.e., LSU students and or employees without children.
2. Holiday games and activities would still be targeted towards children of LSU employees, but food would be provided/made available to a larger campus population.
3. Photos with (Mascot) Mike the Tiger dressed in a Santa outfit.
4. Reading of the "Cajun Night Before Christmas" in the Art Gallery room or room adjacent to the Union Lobby.
5. Possible building of an "Elf" cutout for photo opps.
6. Explore having the Cajun French Music Association participating teaching traditional dances – (Michelle L. Please correct me if I got the student group name incorrect)
7. Adding "LSU Food Pantry" as benefactor of our canned food drive.
8. Explore partnership with Campus Life/Student Union to host a "holiday movie viewing" in the Live Oak Lounge. Two ideas came out of this; 1. Having a children's movie aired first; kids would be encouraged to wear PJ's. 2. Having a college age appropriate movie aired latter on in the evening; students would be encourage to wear PJ's.
9. Use of more Student Union digital signage vs. printed handouts to save money and be more eco-friendly of an event.

Sub-Committee assignments were delegated:

-Volunteer Subcommittee:

Igor Matkovic

-Facilities Subcommittee

Nikki Godfrey

-Publicity Subcommittee

Holly Carruth

-Activities Subcommittee

Michelle Lowery, Jennifer Gomez

-Refreshments Subcommittee

Nikki Godfrey

-Entertainment Subcommittee

Michelle Lowery

-Door Prizes

Jon Silver

-Goody Bags & Donations

Kandie Saucier, Tammy Millican, LoRita Collins

-Decorations

LoRita Collins, Aaron Cherry, Mark Heil

Items to be determined:

2014 Budget and Expected Costs

Communication Timeline

Donor Solicitation/Letters

Updating of Event Plan/Process Document

Submitted By: Trey Truitt