



Christmas in Crestwood

Connecting Crestwood businesses and area residents through the true spirit of Christmas year-round!



Operation and Support Structure

BOARD OF DIRECTORS

Per the by-laws, the organization can have up to five Board of Directors members (also known collectively as the Board or Board Members).

As a whole, the Board provides oversight and guidance for the programs, activities, and events which it deems congruent with fulfilling the organization's mission.

Board Member's individual responsibilities include:

- Actively endorsing the organization, its programs, activities, and events
- May lead/manage an organization program, activity, or event
- May be an Ambassador

Note: Volunteers are not required to reside within Crestwood boundaries. Individuals may be nominated or elected as a Board Members if either they reside in Crestwood or manage a Crestwood business.

OFFICERS

Per the by-laws, from the Board of Directors shall be nominated and elected Officers.

Current Officer positions include:

- President
- Treasurer
- Secretary

Together, the Officers manage day-to-day operations and decisions for the organization.

The President's individual responsibilities include:

In general, supervise and manage all business and affairs as instructed by the Board as well as preside at all meetings and perform duties incidental to the office of President.

The Treasurer's individual responsibilities include:

Supervising oversight of the organization's financial condition, bookkeeping, tax filings, and state required documentation, as well as related affairs incidental to the office of Treasurer.

The Secretary's individual responsibilities include:

Custodian of the organization's operational records including by-laws, meeting notes, and website/ social media, as well as related duties incidental to the office of Secretary.

NON-VOTING AFFILIATES (Volunteers)

Within Christmas in Crestwood, non-voting affiliates (volunteers) are recognized as Jollification Specialists. In addition, some Jollification Specialists also take on the responsibilities of Ambassador.

The Jollification Specialist's individual responsibilities include:

- Supporting the organization during activities and events (i.e. set-up, clean-up, and other roles during the allotted time frame)
- Actively endorsing the organization, its programs, activities, and events, and connecting new business leads to Board Members

An Ambassador's individual responsibilities include all of the above plus:

- Liaison between an assigned Business Owner/ Manager and the organization's Officers in matters of general engagement, communication, and encouragement to participate
- May lead/manage an organization program, activity, or event

Examples of Programs, Activities, and Events

- Goody Bag Food Drive
- Satellite Food Drive
- Santa Car Cruise
- Winter Wonderland / Kids' Workshop
- Pictures with Santa
- Contests: Essays, Scavenger Hunts, Tree Decorating, and contests involving Crestwood businesses and restaurants
- Business Mingle
- Crestwood Churches Care (CCC)