

Colonial Williamsburg News **EXTRA**

Vol. 11, No. 23

November 23, 1989

Employee Shopping Night is November 27

Show your valid employee pass and receive an extra 10% discount on all purchases made from 5:30 to 9 p.m. at the Greenhow Store, both Craft Houses, Sign of the Rooster, Visitor Center Bookstore and Golden Horseshoe Sports Club. This is in addition to our normal 40% discount on rugs, mirrors and furniture and 25% discount on all other purchases.

Parking for the Greenhow Store is close and convenient! After the Historic Area streets open at 6 p.m., you can park right by the front door. They will feature "Blue Lanthorn Specials" with extra savings on selected items as well as door prizes and entertainment. Receive a free pair of 6" bayberry candles if your purchases totals \$50 or more.

Santa will be visiting at the Craft House-Inn from 6 to 8 p.m. Bring your children (of all ages!) and capture the magical moment with Santa on film! A nominal fee will be charged for the photograph.

George Yetter will be signing his book, *Williamsburg Before and After* at the Visitor Center Bookstore between 5:30 and 7 p.m.

Here's the scoop on Grand Illumination!

The Grand Illumination is on Sunday, December 3. The rain date is Monday, December 4.

The Palace, Brush Everard House and Capitol will close at 4 p.m.

The Magazine will be closed the entire day.

The Palace/Brush restrooms will close at 3 p.m. and reopen after the fireworks.

The fireworks will be at the Capitol, Magazine and Palace at 5:30 p.m.

The Grand Tatum will be at the Capitol, Magazine and Playbooth Theatre from 5:15 to 5:30 p.m.

Entertainment will be on stage at the Capitol, Magazine, Tarpley's Store and Playbooth Theatre and

will begin at 4:30 p.m. and continue until 5:15 p.m. Entertainment will resume at the above sites following the fireworks (approximately 5:50 p.m.) and continue until 7:30 p.m.

Buses will cease operation at 5 p.m. Limited service including stops #1, #2 and #6 (turnaround, Campbell's and Lodge) will resume at 6 p.m. Complete service will resume, as traffic allows, between 7 and 7:30 p.m. and will continue until 10 p.m.

First aid stations will be at the Windmill and in the Up and Down building, near the Magazine and guardhouse.

Much of this information appears on the back page of the November 27 edition of the *Visitor's Companion*.

Inter-divisional effort results in big savings for CW

During the review of the 1988 real estate tax assessments, Carol Robertson in Accounting noted that James City County had been assessing taxes on the Carter's Grove property. Actually, Carter's Grove is a historic property and under state law is exempted from real estate taxes.

Carol called Peg Waite in Property Management to bring the situation to her attention. Peg then successfully petitioned the county to exempt the Carter's Grove property from this tax.

As a result of Carol's and Peg's effort, CW will save \$11,000 in taxes per year, beginning in 1989. *Congratulations Carol and Peg!*

Annual Holiday Jewelry Sale starts Monday

Enjoy 40% off the retail price of all gold and silver jewelry November 27 through December 11. Present your valid employee pass at the Mary Dickinson Shop,

Golden Ball or Tarpley's store when making your purchase.

A special employee shopping hour will be held each day of the sale at the Mary Dickinson Shop from 8 to 9 a.m.

American Boychoir in concert at the Lodge

"A Holiday Celebration with the American Boychoir" will be presented at 4 p.m. on Friday, December 1 and on Saturday, December 2 at 3 p.m. in the Williamsburg Lodge auditorium.

Tickets are \$7 and are available in advance at the Visitor Center or, if available, on the day of the concert at the door. For more information or to reserve tickets, call ext. 7645.

Enjoy Christmas events at a discount

The Grand Illumination on Sunday, December 3, ushers special holiday meal discounts for employees offered by the Williamsburg Lodge and Motor House Complex.

A limited number of seats are offered on a first-come, first-served basis. Secure your reservation by going to the Christmas Events office located on the lower level of the Visitor Center from 9 a.m. to 4:30 p.m., Monday through Friday. You must show your valid employee pass. Cash, credit card or personal check will be accepted.

Prices shown are the discounted rates. Available meals include:

Holiday Plantation Dinner, Cascades, 6:30 p.m., \$25, December 8

Groaning Board, Lodge Virginia Room, 7 p.m., \$25, December 12, 14, 17, 18, and 21

Baron's Feast, Lodge Virginia Room, 7 p.m., \$25, December 15 and 22

Cascades Christmas Party, Cascades, 6:30 p.m., \$25, December 22 and 30

Christmas Buffet, Commonwealth Hall, 7 p.m., \$16, December 24 and 27.

Get the Toastmasters edge!

Strong verbal communications skills have been recognized as a way to advancement since the day of Dale Carnegie. Colonial Williamsburg is no different: competition for advancement will increase as you move up the ladder.

To get an edge, consider **Town Criers**, Colonial Williamsburg's Toastmasters Club. Meetings are held in

the Personnel Training Building on the second Tuesday of each month at 12:15 p.m. and the second Wednesday of each month at 5:45 p.m. Join this vibrant group of co-workers on Tuesday, December 12 and/or Wednesday, December 17, and let Toastmasters lead you down the road to success.

Christmas Craft Show and Sale is December 7, 8 and 9

The Department of Historical Interpretation presents its fifth annual Christmas Craft Show and Sale Thursday through Saturday, December 7, 8 and 9. Held in the Roscow Cole Stable, the hours are 10 a.m. to 6 p.m. each day. A \$1 fee admits you for all three days. Door prizes will also be given away each day.

New this year are special shopping hours for children under 12 and a coloring contest (details appear on page 5). The children-only shopping hours are Saturday, December 9 from 8:30 to 10 a.m.

The proceeds from the admission fees support the DHI Christmas basket families. Last year the department sponsored four families.

If you or any member of your family have items for sale and would like to exhibit crafts or baked goods in this show, please contact either Carol O'Melia or Judy Burrows at Roscow Cole House either by interoffice mail or ext. 7568.

Walk with the Best!

Learning more about walking. Join the Colonial Walkers at 6 p.m. (until about 7:30) on Tuesday, November 28, in the Personnel Training Building.

Duane Peters, from the Peninsula YMCA, will show some videos about walking and discuss benefits, proper strides, safety, shoes, etc.

Walkers from Colonial Walkers (CW), Eastern State, Anheuser Busch, and James City County walking clubs will be gathering for an interesting and informational evening.

Wanted: Kids!

Positions are opening in the Geddy Youth Interpretive Program for youths ages 9 - 15. The program includes talking with visitors about 18th-century childhood and demonstrating activities such as games, needlework and writing.

Training begins this winter. Positions start in spring 1990. Space is limited, but a waiting list is available. Please call Diane Schwarz or Phyllis Putnam, ext. 2033, for more details.

Colonial Walkers sponsor Christmas Walk in Historic Area

Irmalee King will guide interested "walkers" on a special tour of the Historic Area on Saturday, December 16, beginning at 11:30 a.m. The tour takes approximately an hour and features the Christmas decorations.

If you are interested in joining up, please call Sue Houser at ext. 7029. Pick up some interesting ideas to decorate your home!

Moving up, moving in...

In the Landscape Department, F & PM, Wesley Green, landscape supervisor, is now responsible for all landscape activities in Merchants Square, Carter's Grove and the landscape auxiliary crews which include tree and construction crews.

Laura Viancour, landscape supervisor, is now responsible for all landscape activities at the Hotel Properties, Visitors Center and departmental nursery.

Rollin Woolley, landscape supervisor, is now responsible for all landscape activities in the Historic Area.

In the Company of Colonial Performers, HAPO, Barney Barnes has been named manager, Theatrical Interpretation and 18th-century Entertainment. He is responsible for the operation of the Playbooth Theatre and 18th-century program series which include the plays, "Capitol Evening", "Cry Witch" and "Cross and Crown", and coordination of the evening program schedule.

John Hamant has been named manager, Annual Events and Special Programs. In this new position, he is responsible for annual events programming including Christmas, Public Times and our holiday weekend events. He is also responsible for developing all special program requests such as one-time interpretive programs for Special Events and the History Forum.

Christmas comes to the Craft Houses on December 2

18th-century Confectionery Delights--Dennis Cotner, historic trades specialist/foodways, will show how to make some of the most popular holiday desserts featured on Historic Area tables. His hedgehog and sugar

cake pyramid will delight all ages. Craft House-Merchants Square, 10 a.m. to noon

Setting an 18th-century Winter Tablescape--Kathryn Marshall Arnold will recreate an Englishman's early 18th-century elaborate description of a dessert table. Edible desserts will be visually fashioned to resemble a delightful winter snow scene. Craft House-Inn, 1 - 2 p.m.

Openings and closings...

Carter's Grove and the Country Road will be closed from November 27 through December 1 for the installation of the Christmas decorations. Both will reopen on Saturday, December 2. Hours of operation for Carter's Grove are 9 a.m. to 4 p.m. The Country Road operates from 8:30 a.m. to 3 p.m.

Carter's Grove and Country Road will close for the season on January 1 and will reopen on March 10.

A Good Place to Eat is open from 7:30 a.m. to 8 p.m. The operating hours were misprinted in the November schedule of events.

**20-year Club meets on
Wednesday, November 29
Lodge Auditorium
2 p.m.**

You must file a new W-4 form for IRS withholding exemptions

Internal Revenue Service (IRS) regulations require that any employee who wishes to claim exemption from Federal Income Tax withholding must file a new Form W-4 by February 15 each year.

Colonial Williamsburg is required to begin Federal Income Tax withholding for each employee who has previously claimed exemption from withholding but who has not submitted a new Form W-4 for the current year. Taxes will be withheld as if the employee is single, with zero withholding allowances.

Employees who can be claimed as a dependent on someone else's tax return may not be exempt from

Federal Income Tax withholding. If any non-wage income (such as interest on savings) and your wages is expected to total more than \$500, you usually cannot claim exemption from Federal Income Tax withholding.

If you think that you are affected by this regulation, please call the Payroll department at 220-7050 (ext. 7050) for more information.

Oops! We goofed...

...in the *CW News* when we told you about the *Birds of Colonial Williamsburg*. The employee discount for books purchased during the signing is **25%**, not 40% as originally reported in the November/December issue. The authors, Alan Feduccia and H. Douglas Pratt will be signing books on Saturday, November 25 at the Craft House-Inn, 10 a.m. - noon and Craft House-Merchants Square, 2 - 4 p.m. We apologize for any inconvenience this may have caused.

“Christmoose” Coloring Contest for children!

As a part of the DHI Christmas Craft Show and Sale, a coloring contest will be held the morning of Saturday, December 9 during the children’s shopping hours, 8:30 to 10 a.m. for those under 12.

Color the cartoon on page 5 and send the completed artwork to the “Christmoose” at the Roscow Cole House. It must be received by 5 p.m. on Friday, December 8. Be sure to fill out the information on the back of the artwork. Winners will be announced at 9:30 a.m. on Saturday, December 9. Prizes will be awarded for first place and ribbons for second and third places. There will be three age categories: ages 6 and under, ages 7 - 9 and ages 10 -12.

The “Extra” is published twice monthly by Corporate Communications. Deadlines are 5 p.m. on the first and third Thursdays of each month. Our next deadline is December 7. Call Heidi Moore, ext. 7121 for assistance. Send announcements to “CW News Extra”, Room 245, FSO.

"Christmoose" Coloring Contest

Color the "Christmoose" on the opposite side of this paper and submit it to "Christmoose", Roscow Cole House by Friday, December 8 at 5 p.m. Winners will be announced Saturday, December 9 at 9:30 a.m. during the children's shopping time at the DHI Christmas Craft Show and Sale. Prizes will be awarded for first place and ribbons for second and thrid places in each of the three age categories: ages 6 and under, ages 7-9 and ages 10-12.

Please fill in the form below:

My name is: _____

My mom or dad's name is: _____

and he/she works at: _____

My telephone number is: _____

I am _____ years old.

My address is: _____

