



City of Boiling Spring Lakes
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Special Events Committee Meeting
January 9, 2013
6:30 P.M.

CALL TO ORDER:

The regular monthly Special Events Committee Meeting was held at City Hall on January 9, 2013. Chairman Stilwell called the meeting to order at 6:02 p.m.

ATTENDANCE:

Mary Stilwell, Chairman
Michelle Hennessy
Brittany Harrelson

Elizabeth Snyder
Melina Trivette
Commissioner Charlie Carroll, Liaison

AGENDA APPROVAL:

A motion was made by Elizabeth Snyder and Seconded by Michelle Hennessey to approve the Agenda as written.

Motion Carried 4-0

MINUTES APPROVAL:

A motion was made by Elizabeth Snyder and Seconded by Michelle Hennessey to accept the November minutes as written.

Motion Carried 4-0

ANNOUNCEMENTS:

- A. Zumba Fundraiser is the Saturday at the Community Center. This fundraiser is for the Park fund. The class will be \$10.00, try to come out!

- B. Chairman Mary Stilwell wanted to thank everyone for coming out to her Open House last month. She was very pleased that the new Police Chief came by, and she is very excited to begin working with him.

OLD BUSINESS:

A. 2013 Dates

Michelle Hennessey is going to begin spreading the word and handing out the dates for 2013 events. Making sure all the big spots are taken care of. This ensures that everywhere has plenty of notice, and all businesses can let customers know.

Chairman Stilwell stated that she would love to up the numbers of volunteers this year. The more people involved the more enjoyable it is. Also same is for wanting more sponsors and donations so that prizes and food are taken care of.

B. Winter Box

Michelle is going to continue to get business cards, as is Melina Trivette and Elizabeth Snyder. Within the next couple of weeks, a picture will be in the middle of the entire Special Events Committee with sponsors around them. A way to thank the sponsors and when people come into City Hall they see who donates to the City.

C. Group Photo

Next meeting Chairman Stilwell asked the committee to come dressed for a group photo. Chairman Stilwell also asked if Commissioner Carroll would be in a couple of pictures as well.

D. Banners

Mary Stilwell wants to get two new banners this year. The dates are becoming hard to remove and change. She would like one for the Battle of the Bands, and a new banner for Fun Day.

She found a website called Vista Print and they have reasonable priced banners. Melina also said she knew someone in town that did banners and was going to see what their prices were. Mary Stilwell stated she would much rather spend money locally for a local business rather than online. Melina is checking into prices.

E. Sound System

The Committee is going to start looking at getting a sound system. It is mostly needed for the Haunted Hay Ride, however it is also needed for announcing at events, because they can't be heard.

F. Sponsor Letters

Elizabeth Snyder has made incredible sponsor letters to send out for the 2013 year. She has a couples letters prepared, and she would like the Committee to let her know of any "contacts" they have at these businesses, so when the letters are sent out she can make a follow up phone call for the donations.

Chairman Stilwell would like these to go out as soon as possible. Mary also stated she would hand write the envelopes for the sponsors because she appreciated it so much, and it was more personable.

The Committee is sending out thank you pictures for the sponsors to hang in their facilities, they are going to look in to getting frames. Commissioner Carroll has a template he is going to send Mary Stilwell and she will decide how she wants them done.

NEW BUSINESS:

A. Spring Bike Run

This year's theme for the Bike Run will be "Ride for a Child". The members are going to start looking for a child in need inside the City that has ongoing medical problems that they could sponsor and make a donation too. Chairman Stilwell is going to ask the Board of Commissioners if she can't locate one in the City can they do a surrounding area.

All the Committee Members would like the Child to ride in one of the Police cars for the ride. They think they would really enjoy being a part of the event.

Melina is going to focus on doing hamburgers for the event this year. She is going to talk to local grocery stores about donating the hamburger meet, and of course having all the great sides to go along with them!

Commissioner Carroll is working on a new route that the bikers can take this year. He has one in mind, and he is going to take Mary Stilwell on it, and let her make the decision. The new route would take them off of Highway 17 for the most part, and just all around change it up for the participants.

Melina Trivette said she might have another group of bikers that she could extend the invitation too. She is going to make sure they have bikes that are street legal, and notify them of the event.

The Committee would also like the JROTC from South Brunswick High School to come out and help again. She would like to ask them to be there around 10:15 for the Color Guard, and have the ones that can help set up tables to be there around 8:30 a.m. Again, the Spring Bike run is taking place on April 13, 2013.

B. Fun Day

Chairman Stilwell brought an idea to the Committee and asked if they would be ok in having the theme be Supporting our Troops. Everyone thought that was an excellent idea, and Mary Stilwell is trying to get the Marine Band to come down and be the entertainment.

She also must talk to the Church about the blow up bouncy machines, and to see if they have insurance. If not, the Committee is going to have to kick up the entertainment for the kids.

The Committee needs to new vendors, and new booths this year for Community Fun day. Commissioner Carroll spoke with Cheryl Riker, and she would like to bring a D.A.R.E. booth out with the Sherriff's Department. Mary Stilwell said she would speak with Cheryl and her husband and find out more information.

PUBLIC COMMENTS:

No public in attendance

ADJOURNMENT:

Melina Trivette made a motion to adjourn and Seconded by Elizabeth Snyder. The meeting was adjourned at 7:58 p.m.

Motion Carried 4-0

Respectfully submitted by
Brittany Harrelson