



City of Boiling Spring Lakes

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Boiling Spring Lakes, NC 28461

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Special Events Committee Meeting Minutes

December 10, 2014

6:00 P.M.

ATTENDANCE: Michelle Hennessy, Chairman, Karen Johnson, Elizabeth Snyder, Melina Trivette, Amanda Creel

COMMISSIONER LIAISON: Barbara Glidden

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER ~

The regular monthly Special Events Committee Meeting was held at City Hall on December 10, 2014. Chairman Michelle Hennessy called the meeting to order at 6:00 p.m.

II. APPROVAL OF AGENDA ~

Karen Johnson requested an addition to the agenda under New Business - B: Revise Mission Statement.

A motion was made by Karen Johnson and seconded by Amanda Creel to approve the agenda as amended.

Motion Carried: 5-0

III. APPROVAL OF MINUTES ~

A motion was made by Elizabeth Snyder and seconded by Melina Trivette to accept the November 12, 2014 minutes as written.

Motion Carried 5-0

IV. ANNOUNCEMENTS ~

Melina Trivette brought in the current edition of the *State Port Pilot* which had an article on the front page of the 1st Annual Holiday Tree Lighting and many pictures on an additional page.

V. OLD BUSINESS ~

A. 1st Annual Holiday Tree Lighting ~ The members discussed what a great success the event was for its first time and the number of people that attended. Karen Johnson commended Elizabeth Snyder on her speech. Commissioner Glidden stated she spoke with Chief Grace of the Boiling Spring Lakes Fire Department who would like next year to combine the tree lighting with the Fire Department's Santa parade. The members were all in agreement with combining the events next year.

As discussed at the meeting in September, Michelle Hennessey advised she has found a local family in need to donate the proceeds from the golf tournament. She explained they are a family of 7 who live in a trailer camper in a friend's yard here in town. The adults are currently unemployed and looking for employment and there are three young children. Amanda Creel stated she had wanted to donate a turkey to the family chosen and the other members stated they would donate pantry items. Michelle Hennessey stated she would like to use the proceeds from the tournament to help them secure permanent housing and asked if the members were in agreement. Melina Trivette stated with all of the event planning they have been doing for years, the member should be able to secure some donations for the family for Christmas.

A Motion was made by Elizabeth Snyder and seconded by Karen Johnson to use the proceeds from the golf tournament to help the family with a down payment or whatever they need to help secure housing.

Motion Carried: 5 – 0

B. Mission Statement ~ Karen Johnson offered to start the revisions/updates to the Mission Statement and provide copies to the members. All Committee members were in agreement with her offer.

VI. NEW BUSINESS ~

Before the event planning was discussed, the Committee discussed not holding a meeting in January 2015.

A Motion was made by Elizabeth Snyder and seconded by Amanda Creel to not hold a Special Events meeting in January 2015.

Motion Carried: 5 - 0

A. Event Planning for 2015 ~

Spring Bicycle Run ~ tentatively scheduled for April 11th.

Spring Fling ~ tentatively scheduled for May 16th.

Battle of the Bands ~ tentatively scheduled for June 20th.

July 4th Flotilla in conjunction with Parks & Recreation – it was decided to leave this event open for future discussion with Parks & Recreation Advisory Board as it would be a new event for both Committees.

Mayor’s Golf Tournament ~ tentatively scheduled for August 22nd. The “Package” Workshop was tentatively scheduled for July 10th.

Commissioner Putnam requested the help of the Special Events Committee with his Warrior Ride Golf Tournament which will either be held in September or October. The Committee members agreed to help with the event.

9/11 Memorial Bike Run ~ tentatively scheduled for September 12th.

Haunted Hayride / Fall Festival ~ tentatively scheduled for October 17th.

Annual Tree Lighting ~ tentatively scheduled for December 5th. The Committee decided they would attend the Parks and Recreation’s annual Pancake Breakfast first and then decorate the tree afterward. Commissioner Glidden recommended the Committee speak with Chief Grace about the date so the Fire Department does not plan their banquet on the same day.

The members discussed finalization of their dates at the February meeting in hopes that the surrounding towns will have posted their event schedules by then. Michelle will put the dates on Facebook. Elizabeth Snyder will create the event flyer and use the picture of the members in front of the tree. Karen Johnson asked Pamela Bellina to verify the term end dates for the Committee members.

VII. PUBLIC COMMENT ~ none

VIII. ADJOURNMENT

A Motion was made by Elizabeth Snyder and seconded by Melina Trivette to adjourn the meeting at 6:50 PM

Motion Carried: 5 – 0

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Respectfully submitted ~

Pamela Bellina
Administrative Assistant