



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes October 12, 2016 6:00 P.M.

ATTENDANCE: Michelle Hennessy, Chairperson, Kathleen Caric, Lucille Launderville, Kevin Metzker, Sr.

ABSENT: Melissa Waller-DeBruhl (unexcused)

COMMISSIONER LIAISON: David Crawford (absent)

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

The regular monthly meeting of the Special Events Committee was called to order by Chairperson Michelle Hennessy, at 6:03 p.m.

II. APPROVAL OF AGENDA

A motion was made by Kevin Metzker, Sr. and seconded by Lucille Launderville to approve the agenda as written.

Vote: 4 - 0

III. APPROVAL OF MINUTES

A motion was made by Kathleen Caric and seconded by Kevin Metzker, Sr. to accept the September 7, 2016 minutes as written.

Vote: 4 - 0

IV. PUBLIC COMMENT

The meeting was attended by residents who wanted to ask questions about the Haunted Hayride and asked to be heard when the Committee discussed that event. Also in attendance was Corporal John Thomas of the Boiling Spring Lakes Police Department.

V. OLD BUSINESS

a. 9/11 Memorial Bike Run ~ recap

Michelle advised that the proceeds from the event will enable the Committee to donate \$288 to the Police Department and \$288 to the Fire Department. The Committee will determine a date convenient to both Departments to present the donations. Michelle thought they had a good turnout and attendance was up from the previous year.

b. Battle of the Bands ~ recap

The members thought the turnout could have been better and felt rescheduling the event to September was not ideal. They had three bands participate and the winner was Fossil Rock who donated \$100 of their winnings back to Committee. Second place was Parker Lanier.

c. Fall Festival / Haunted Hayride

Kathleen decorated the tree for Fall but said it needs more decorations. Michelle advised there is a witch's hat for the top of the tree and explained that the proceeds from the sale of tacos-in-a-bag can be used to purchase decorations and games for next year.

A Motion was made by Kevin Metzker, Sr. and seconded by Kathleen Caric to use the proceeds generated from the sale of tacos-in-a-bag to purchase new Halloween decorations.

Vote: 4 – 0

Michelle and Kathleen will visit the Halloween store the day after Halloween to make some purchases.

Michelle asked Kevin to get from Tim DeBruhl the bowling game and the jail which are needed for the Fall Festival. Michelle advised they currently have four scene makers for the event. Melina Trivette and her crew will be taking a spot on each side as will Elizabeth Snyder. The Schneider girls are taking a section as is Ernie Siriani. Ernie will also be getting the trucks, trailers and hay. Kathleen offered for her crew to run the games. She believed she had enough people for each game. Michelle advised she purchased 5,000 pieces of candy for the games this year along with tiny little toys as well as lollipops for the sucker pull. She also purchased wristbands for the event for the volunteers to wear so it will be known who should be on the Haunted Hayride trail and who should not.

Residents Rick Cushman of South Shore Drive and Jim and Karen Stein of South Shore Drive asked questions about participating at the event by making a scene. They explained they have a witch they would like to use and asked for recommendations on how to use it for a scene. The committee explained the set up on the trail and what other scenes have been in the past and said they could be as creative as they wanted but would need a generator as there was no way to provide electricity on the trail.

Kathleen suggested selling the cupcakes they will be making and giving Little Debbie-type cakes for the cake walk game. Resident Karen Stein offered to help Kathleen make and decorate cupcakes for the event. Michelle asked each member to make three boxes of cupcakes which should be more than enough for the cupcake walk.

Michelle reviewed some new games up for consideration at the event such as a ping pong cup game and a ring toss-type game. Michelle also asked for help from the members getting the games from the storage unit to the Community Center. Kevin will borrow a pick-up and trailer from the Fire Department and Kathleen and her family will help.

Boiling Spring Lakes Corporal John Thomas advised he will have the Police trailer which will contain tables and chairs and he will leave it unlocked so the committee can put the games and such inside the trailer.

Michelle discussed with the members the age groups for the costume contest as she was unable to remember what the age groups were from last year. The following age groups were discussed: 0 – 2 years; 3 to 5 years; 6 to 10 years; 11 to 17 years; 18 to adult. They will award a gift bag to a male and female in each age category. Michelle advised she has some crayons, stickers, fuzzy peach coupons and Lucille volunteered to purchase more items for the gift bags.

Michelle suggested going shopping on Wednesday or Thursday for the tacos-in-a-bag items and soda. She suggested making the cupcakes in the beginning of the week and put them in plastic containers or bags to preserve their freshness and to ice them the day before or the day of. The taco meat mix can be made a day or two in advance. She asked the members to be at the Community Center at 8:00 AM to set up the games/tents/tables and return at 3:00 PM to get ready for the event to start. The costume contest begins at 6:00 PM.

d. Annual Tree Lighting / Ride with Santa

Michelle discussed changing the name of the event to Christmas Festival since the event has evolved since its inception to which the members agreed. Michelle will make the flyers.

Corporal Thomas suggested having steps to enable the children to get on the fire trucks as he felt it was very dangerous last year. The committee discussed whether to have two groups of riders on the fire trucks or one. Kevin will speak with Assistant Fire Chief Theresa Tickle and ask her opinion. The members also discussed starting the event at 5:00 PM with the ride to commence at 6:00 PM.

Kathleen will follow up with the Bolivia Elementary School about decorating the tree and the tree lighting. Pamela will arrange to have City Hall open for the event tree lighting event.

VI. NEW BUSINESS

a. Event dates for 2017

Michelle asked the committee members to start researching other town/area events to help determine what dates they should plan for their 2017 events. The committee will start discussing event dates at the November meeting.

VII. ANNOUNCEMENTS

Michelle announced that Melissa DeBruhl has missed three consecutive meetings without notification to her as Chairperson which constitutes her automatic termination from serving on the Special Events Committee. Michelle advised the residents who were in attendance that a seat was available on the committee if they would like to volunteer.

VIII. NEXT MEETING AGENDA ITEMS

Fall Festival / Haunted Hayride ~ recap
Christmas Festival
Event dates for 2017

IX. ADJOURNMENT

A Motion was made by Kevin Metzker, Sr. and seconded by Lucille Launderville to adjourn the meeting at 7:20 PM.

Vote: 4 – 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant