



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes May 11, 2016 6:00 P.M.

ATTENDANCE: Melissa Waller-DeBruhl, Chairman, Michelle Hennessey, Kathleen Caric,

RESIGNED: Amanda Creel, Karen Johnson

COMMISSIONER LIAISON: David Crawford (absent/excused)

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

The regular monthly meeting of the Special Events Committee was called to order by Chairman Michelle Hennessey at 6:08 p.m.

II. APPROVAL OF AGENDA

Michelle added to the agenda under New Business: a. Mayor's Cup Golf Tournament.

A motion was made by Michelle Hennessey and seconded by Kathleen Caric to approve the agenda as amended hereinabove.

Vote: 3 - 0

III. APPROVAL OF MINUTES

A motion was made by Michelle Hennessey and seconded by Kathleen Caric to accept the March 9, 2016 minutes as written. (There was no quorum for the April meeting.)

Vote: 3 - 0

IV. PUBLIC COMMENT ~ none.

V. OLD BUSINESS

a. Spring Fling ~ May 14, 2016

Melissa announced they currently had 20 vendors for the event, 3 barbeque contestants and her Facebook posts have reached 1,400 people. Melissa has contacted Renee Spencer and Morgan Harper at the *State Port Pilot* for advertising and event coverage. Since Karen Johnson has resigned, Melissa will take over the media for all events. Melissa secured a bouncy house and slide but advised she could not get a kayak company for the event. She also advised that the Fire Department will bring three trucks to the event and will have them on display. Melissa advised there will unfortunately be no car show as she had not heard back from the local club. Michelle discussed her idea for hanging numbered signs on the chain dividing the parking spots at the lake for vendor spaces and the members thought it was a great idea. Melissa advised her daughter had t-shirts made for her and her friend for the jail-a-thon. The members also discussed fair voting for the cook-off and decided using tickets and a separate box for each contestant would be best way since the box with the most tickets will be the winner. Kathleen's pastor will say a prayer. The karate school will put on a performance.

The members will meet on Friday, May 13th at 6 PM at the storage unit. Melissa will be at the park by 7:00 AM and vendors must be at the park and set up by 10 AM.

The funds raised from the event will be donated to the Parks & Recreation Department to sponsor a child/children for summer camp. The funds raised will go into the capital fund to be held until summer camp starts.

A Motion was made by Michelle Hennessey and seconded by Kathleen Caric to have the funds raised at the Spring Fling event be provided to the Boiling Spring Lakes Parks & Recreation Department to help sponsor a child/children to attend summer camp and that the funds be held in the Special Events capital fund until disbursed.

Vote 3 - 0

b. Battle of the Bands ~ June 18, 2016

The members discussed a day to bring flyers to Wilmington to get bands for the event. Melissa will start posting the event on Facebook after Spring Fling. Kathleen suggested splitting up areas between the members to bring flyers. The members decided on barbeque and sausage and peppers for the event and will shop the week of the event for the food. The members agree to place an ad for \$50 in the *State Port Pilot*.

A motion was made by Michelle Hennessey and seconded by Kathleen Caric to place an ad for \$50 in the *State Port Pilot*.

Vote: 3 – 0

Melissa hopes to run the ad for three weeks starting the week of May 25th and will start contacting the bands from the previous year to inquire about their interest in competing this year.

VI. NEW BUSINESS

a. Mayor's Cup Golf Tournament

Michelle advised she has the vendor list of all the golf clubs contacted in previous years and will provide same to Melissa. She advised the new members their goal is to get 12 golf packages from the local golf courses and preferred the packages be for four players as last year two player packages were mostly pledged.

VII. ANNOUNCEMENTS ~ none.

VIII. NEXT MEETING AGENDA ITEMS

Recap of Spring Fling
Battle of the Bands
Mayor's Cup Golf Tournament

IX. ADJOURNMENT

A motion was made by Michelle Hennessey and seconded by Kathleen Caric to adjourn the meeting at 6:52 PM.

Vote: 3 – 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant