



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes August 10, 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 6:05 p.m.

II. APPROVAL OF AGENDA

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

Vote: 4 - 0

III. APPROVAL OF MINUTES

A motion was made by Lucille Launderville and seconded by Kevin Metzker to accept the July 13, 2016 minutes as written.

Vote: 4 - 0

IV. PUBLIC COMMENT ~ none.

V. OLD BUSINESS

a. Mayor's Cup Golf Tournament ~ August 20, 2016

Michelle advised they have 7 golf packages so far and asked if one of the members could start calling all of the golf courses where letters were sent to see if they will be providing a golf package. Lucille offered to make the calls. Michelle advised she went to a few golf courses in Wilmington but each one was a private club.

Michelle asked the members to be at the golf course by 7:30 PM to help set up. They will have a 50/50. She also suggested everyone bring sunscreen, bug spray and a hat. Steve will either give them a golf cart to use or he will drive each person to their hole and give them a cooler full of drinks to be handed out.

b. 9/11 Memorial Bike Run ~ September 17, 2016

Michelle advised that flyers are out but door prizes are needed. She asked the members to please have door prizes for the next meeting.

Kevin advised he went to the Harley club over on Oak Island but no one has been there. Lucille's son Eric, who is a manager at the Exxon/Scotchman in Shallotte which is the first stop on the ride, has offered free coffee and donuts to the riders. Kevin advised he will have the Chief's car with a trailer and will be behind the riders. He has also scheduled the Fire Department to lead the riders from the Old Brunswick Store to the Community Center.

Michelle suggested shopping for both events on the same day. The members have chosen September 14th as their shopping day and have moved their meeting day to September 7th at 6:00 PM as it was too close to the event.

Josh Trivette advised he will do the cooking for both events and Michelle will remind him about getting the pig for the bike run.

Kathleen spoke with both the *State Port Pilot* and *The Brunswick Beacon* about their advertising rates. She provided the members with rate information for each newspaper and the members discussed whether to expand their advertising to the Brunswick Beacon and the size ads to use. Michelle spoke with a woman who was starting a Facebook page for local events and would like to be included on that page.

A motion was made by Lucille Launderville and seconded by Kevin Metzker to advertise in both newspapers and to spend up to approximately \$70 for advertising per event.

Vote: 4 - 0

c. Battle of the Bands ~ September 24, 2016

Michelle advised they need to get the word out to local bands. She plans on visiting Wilmington to place the flyers out. Kevin advised he placed flyers for both events all over Myrtle Beach and Kathleen advised she has placed flyers in businesses on Oak Island.

Kathleen suggested if they only end up having a few bands that maybe Dennis can have karaoke in between the sets. If he does not have access to a karaoke machine, she has one but only has music CDs for children and thought maybe they can get some music CDs for other music. Michelle advised they have the same three bands from the previous date and hopes to hear from more bands.

Michelle reminded the members that door prizes are needed for this event also. She hopes to purchase some Boiling Spring Lakes t-shirts from Dollar General but other types of prizes would be good too.

VI. NEW BUSINESS

a. Fall Festival / Haunted Hayride ~ October 22, 2016

Michelle will create the flyers and get them to Pamela for printing. As to food, their last few events they had tacos-in-a-bag which were a big hit and suggested having that again along with chips and soda/water. She will ask everyone to make cupcakes for the Cupcake Walk. She advised the members they will need to go through the storage unit to see what games they still have. Michelle will look at Oriental Trading for the big 1,000 piece bags of candy.

Michelle asked the members to please get volunteers to help at the event. It is their biggest event and the toughest to put on as there are a lot of activities going on at the same time. In the past she has asked the ROTC but they had some problems last year and would not like a repeat.

She reminded the members they need scenes for the Haunted Hayride. To date she has three people who would like to do a scene: Elizabeth Snyder, Josh and Melina Trivette and Jeff Snyder's daughters. Kevin advised there were a few people on the Fire Department that want to do scenes.

It was suggested to have the reptile vendor at the Fall Festival as it was a big hit at the Spring Fling event. Michelle hopes to get the Fortune Teller from last year as she was also a big hit.

b. Ideas for Special Events page on City website

The members discussed having the events featured prominently on their page, secondary to the Mission Statement and list of members. They would also like to have pictures from the events on their page.

VII. ANNOUNCEMENTS

Kevin advised the BSL Fire Department has voted Kyle Mulligan as the new Chief.

VIII. NEXT MEETING AGENDA ITEMS

Mayor's Cup Golf Tournament (follow-up)
9/11 Memorial Bike Run
Battle of the Bands
Fall Festival / Haunted Hayride
Annual Tree Lighting / Ride with Santa

Discussion ~ Holiday Tree Decorating

Kathleen suggested for the Holiday Tree to have children from the Middle School and Bolivia Elementary make ornaments for the tree, have them decorate the tree and make a sign that the tree ornaments were created by and the tree decorated by whatever class/school decorates the tree. They can have the Art teachers have the children make ornaments from recycled materials and make a contest out of it. She also suggested sticking to seasons instead of holidays to decorate the tree. Michelle will check a website she found for the larger lights for the tree and get colors according to the season.

IX. ADJOURNMENT

A motion was made by Kevin Metzker and seconded by Lucille Launderville to adjourn the meeting at 7:10 PM.

Vote: 4 – 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant