



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes September 7, 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 5:59 p.m.

II. APPROVAL OF AGENDA

A motion was made by Kevin Metzker, Sr. and seconded by Kathleen Caric 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 August 10, 2016 minutes as written.

Vote: 4 - 0

IV. PUBLIC COMMENT ~ none.

V. OLD BUSINESS

a. Mayor's Cup Golf Tournament update

Michelle advised the Special Events Committee received from Steve White of The Lakes Country Club approximately \$600 from the Mayor's Cup Golf Tournament. Michelle advised that these funds are for the committee to use in any way they wish as they are not part of the budget but are proceeds from the tournament donated to the committee by The Lakes Country Club. In the past, the committee has used the funds to help a family in need at Christmas or have purchased equipment and games for their events. The members will decide what they wish to do with the funds at a later date.

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

Michelle advised that the members have gotten the flyers out. She has heard from Beach House Harley who will have a group of riders present as well as Officer John Thomas's father will have a group of riders. Two friends of Michelle's will also be riding. Michelle will speak with Melina and Josh Trivette about cooking for the event.

Michelle has the following door prizes: gift card from Cracker Barrel, she will get something from her company Brunswick Pest Control such as t-shirts and she has two \$20 gift certificates from Oak Island Golf Club. She suggested using those two golf club certificates in a raffle at the event. Lucille's son who is Manager at Scotchman, which is the first stop, also said he will give have a gift certificate from Scotchman's for the event. He will also be providing free donuts and coffee to the riders. Kevin and Lucille will accompany Michelle shopping for the event on September 14, 2016. Michelle verified with Kevin the use of the refrigerator and freezer at the Fire Department. Kathleen will get more door prizes.

Michelle went over the day of the event with the members as this will be their first 9/11 Memorial Bike Run with the committee. She asked the members to be at the Community Center around 7:30 – 8:00 AM to set up the tables and make the coffee. Registration starts at 9:00 AM. Michelle will order the trophy. The members chose which stops they will man. Lucille will take Scotchman's in Shallotte and Hardee's at 211/Rt. 17. Michelle will be at Beach House Harley and the Old Brunswick Store. Michelle will go over with Lucille what to do with the tickets handed out at the stops. The prizes are \$400 to the person with the highest ticket number and \$100 to the person with the lowest ticket number.

Michelle reminded the members they still need more door prizes. She will get in touch with Ian at Pepperoni Grill and asked if one of the members would be in Wilmington, to stop at Hard Knox Cycles and the Harley Dealership on Market Street to see if they would donate a door prize. Michelle will check with Beach House Harley for a door prize.

Kathleen suggested the members wear red, white and blue to commemorate the day. She also asked if there will be someone to recite a prayer and memorialize 9/11. Kevin will ask Mr. Eddie on the Fire Department who is a minister to see if can participate at the event.

c. Battle of the Bands ~ September 24, 2016

Michelle advised they currently only have one band signed up for the event and she has not heard back from Linda Snyder. The members have placed many flyers at local businesses as well as down in Myrtle Beach and even Charlotte. The members discussed the lack of band sign-ups. Kathleen thought that there were so many local bars and restaurants that have live music that none of the bands want to give up a paying job. Michelle advised that the event may have to be cancelled if no one else signs up. She will speak with Melina Trivette to see if she knows of any bands who would participate. Lucille suggested having a talent show next year instead of a Battle of the Bands since there is no interest from bands. Kevin suggested having a carnival. He would find out the cost of having a carnival for an event. The carnival would supply the rides and workers along with insurance, the committee would sell food and drinks.

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

Michelle advised that currently three people have signed up to do scenes. Elizabeth, a former member of the committee, had asked Michelle if they would be able to have a person planted at the end of the trailer which, when the trailer rides by, their “scene” would pull him off. The members thought it might scare the riders too much not knowing it was not real. One of the scene makers requested being placed at the end of the road where the ride turns around. Kathleen mentioned how unorganized it was last year when they had their scene set up because the people who dressed up to scare the riders on the trailer would follow the trailer and interfere with their scene and there were a lot of kids who came through the woods hanging out in the scene area. Michelle suggested having the single “scare-ers” set up at the end and tell them they cannot go past a certain point where the scenes start. Michelle explained that part of the problem is that they do not have many volunteers to help with the event. Once the hayride starts, Michelle organizes the riders while the other members clean up the games and take down the tents so there is no one to supervise the scene area. Michelle will check with Teagan at Parks & Recreation who mentioned helping to get teenage volunteers to help out and will also ask the Police Chief if he could have at least 2 officers in the field to keep the kids from sneaking into the area. Kathleen suggested contacting the school clubs to get volunteers. They have to have so many hours of volunteering before going to college and this would be a good event. Kevin has a contact person at the school and will inquire about getting volunteers.

Michelle hopes to get the fortune teller from last year as she played the part perfectly. She will also ask the reptile vendor from the Spring Fling event to set up a booth.

VI. NEW BUSINESS

a. Annual Tree Lighting / Ride with Santa ~ December 3, 2016

Kathleen spoke with the Bolivia Elementary Principal about a class making decorations for our Holiday Tree. The principal was excited about having one of the classes making the decorations and liked the idea of using recycled material which can be a teaching topic. Kathleen will meet with the principal soon. She does not believe they have enough time to make Halloween decorations but definitely Christmas. The members discussed putting orange lights on the tree and

using the witches hat from last year for the tree top and maybe getting orange garland. Kevin said they had a person to be Santa for the event. Kathleen said she has ads in the *State Port Pilot* for the bike run for two weeks, Battle of the Bands for two weeks. Michelle said Kathleen can start to run ads for the Fall Festival/Haunted Hayride.

VII. ANNOUNCEMENTS

Pamela advised there is a Meet the Author Event featuring Frank Amoroso, a local author, at City Hall on Monday night from 6:00 PM to 8:00 PM. Howie Franklin will be at the October Meet the Author event.

VIII. NEXT MEETING AGENDA ITEMS

9/11 Memorial Bike Run
Battle of the Bands
Fall Festival / Haunted Hayride
Annual Tree Lighting / Ride with Santa

IX. ADJOURNMENT

A motion was made by Lucille Launderville and seconded by Kevin Metzker to adjourn the meeting at 7:23 PM.

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Respectfully submitted,

Pamela Bellina
Administrative Assistant