



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes November 9, 2017 5:15 P.M. City Hall

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

COMMISSIONER LIAISON: (open)

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

Chairperson Michelle Hennessy called the regular monthly meeting of the Special Events Committee to order at 5:20 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 October 11, 2017 minutes as written.

Vote: 4 - 0

IV. PUBLIC COMMENT

There were no public comments.

V. OLD BUSINESS

a. Fall Festival / Haunted Hayride ~ recap

The committee had \$360 in food sales which will be deposited into their capital fund. This will help replenish the money recently spent on items for the trailer and the tents. Michelle counted approximately 400 people participating on the hayride. There was an incident where a young man riding the hayride jumped off the trailer to run into the woods so he could scare people on the hayride, but when he jumped off the trailer, it ran over his foot. The young man had surgery on his foot. His Mother does not hold the City responsible for her son's injury which was as a result of his actions. In addition, Ernie will speak with Mary Green about possibly doing something at the end of the trail so the pick-up/trailer does not get stuck again.

The members discussed purchasing some type of low wattage lighting for the trail. Kevin discussed security at the back of the trail because one of the scene makers stated her purse was rummaged through and food was taken from her cooler. Kevin also suggested reviewing with the scene makers and volunteers next year where the porta-a-potties are located on the trail.

Kathleen suggested having a pizza party for the volunteers to thank them for helping at the event.

A Motion was made by Kevin Metzker and seconded by Lucille Launderville to have a pizza party for the National Junior Honor Society and JROTC volunteers who helped at the event.

Vote: 4 – 0

Lucille will send thank you notes to the JROTC, National Junior Honor Society, BSL Building & Grounds, Police Department, Fire Department, Parks & Recreation, the fortuneteller and Ray Beddoe and anyone else inadvertently not mentioned here.

VI. NEW BUSINESS

a. Tree Lighting / Christmas Festival ~ December 2, 2017

Kathleen was disappointed to advise that Bolivia Elementary is not interested in making ornaments for the tree. The art teacher from last year moved away and the new art teacher is not interested. Kathleen believes the Middle School art teacher would be interested in this project but she was unsure it could happen this year.

The committee also discussed possibly purchasing a new Christmas tree to plant by the Fire Department since the original tree is over by the Police Department and may be removed if a new Police Department is built.

Michelle noted she will be out of town for the next three weekends and asked the members to pitch in with organizing the event. Michelle advised she has some candy canes from last year

but will purchase more, especially if they will have the reindeer crafts again this year. Kevin will find out if Wal-Mart will donate the cookies. Eric, Lucille's son, will make the icing for decorating the cookies. Michelle said they still had some sprinkles from last year and hot chocolate but may need to purchase more hot chocolate. Kevin advised the garage will be cleaned out for the event and he will arrange to have approximately 10 tables available along with some chairs. There will also be face painting at the event.

The Fire Department was invited to the meeting but did not attend. Michelle advised that the Fire Department needs to make sure they have the parade route and safety of the children riding on the fire trucks covered for the event. Kevin advised as per Sergeant John Thomas, the parade route cannot go on Route 87 unless parade permits are filed and he asked that there be two short parade routes configured without going out on Rt. 87. Kevin will find out if Santa will be giving small gifts to the children. He also advised it will be the same Santa as last year and the Fire Department will decorate. The Library Committee can stay inside by Santa. Michelle made the flyer and the committee discussed some changes.

VII. ANNOUNCEMENTS

Michelle advised there will be a Celebration of Life for Terry Stilwell at the First Baptist Church on Friday at 1:00 PM.

VIII. NEXT MEETING AGENDA ITEMS

Welcome New Member Jackie Barker
Recap of Annual Tree Lighting and Christmas

IX. ADJOURNMENT

A Motion was made by Lucille Launderville and seconded by Kevin Metzker to adjourn the meeting at 6:21 PM.

Vote: 4 - 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant