



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes December 13, 2017 5:15 P.M. City Hall

ATTENDANCE: Michelle Hennessy, Chairperson, Kathleen Caric, Lucille Launderville

ABSENT: Kevin Metzker, Sr., Jackie Barker (both excused)

COMMISSIONER LIAISON: Steven Barger (excused)

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 5:13 PM.

II. APPROVAL OF AGENDA

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

Vote: 3 - 0

III. APPROVAL OF MINUTES

A motion was made by Kathleen Caric and seconded by Lucille Launderville to accept the November 9, 2017 minutes as written.

Vote: 3 - 0

IV. PUBLIC COMMENT

There were no public comments.

V. OLD BUSINESS

a. Christmas Festival and Annual Tree Lighting ~ Recap

Michelle thought the event went well and everyone in attendance seemed happy. Michelle informed the members that the Fire Department sent a complaint to Commissioner Barger who is now the committee's Commissioner Liaison. The complaint was that the Fire Department thought that Special Events had a Santa Claus at the event and were telling all attendees to come back after the fire truck ride to see Santa. Michelle explained that was not what happened at all and that the committee did not have a Santa nor did the members tell people to come back after the Santa ride because their plan was to end their event at 7:00 PM so as not to interfere with the Fire Department's event.

The Fire Department also claimed that Special Events should not be holding this event because it was their event. Michelle explained to Commissioner Barger the committee started an event called the Annual Holiday Tree Lighting in 2014 which was their first Christmas event and at that event they did have a Santa as well as crafts; however, once they merged the event with the Fire Department in 2015, they stopped having a Santa because the Fire Department provided a Santa.

The committee is considering holding the event on a Sunday next year because the Oak Island parade started later in the day this year which made it difficult for the Key Club volunteers to get to the event on time and hindered people who wanted to attend the event.

Kathleen wondered if attendance was low at the Fire Department event. The Fire Department only had Santa after the fire truck ride while Special Events had crafts, story time, letters to Santa and hot chocolate. Michelle noted that when the kids got off the fire truck, they were looking for something to do which she believes is why they came to City Hall and a lot of the kids had already been to City Hall.

Michelle discussed the need to purchase a sound system for their events. Michelle brings her home CD player to events and it is getting ruined. Dick's Sporting Goods had an NYNE Performer + Sport Bluetooth Party Speaker which was currently on sale for \$100 until Sunday. It can stream music through Bluetooth, has a radio and has a microphone which will be perfect for use at their events.

A Motion was made by Lucille Launderville and seconded by Kathleen Caric to purchase a sound system for use at their events.

Vote 3 - 0

VI. NEW BUSINESS

a. 2017 events recap and ideas for 2018 events

Since there were two members not in attendance as well as the new Commissioner Liaison, Michelle tabled this matter to the January meeting. Michelle asked the members to look at next year's calendar to help figure out dates for the events.

VII. ANNOUNCEMENTS

Michelle announced Commissioner Steven Barger is the new Commissioner Liaison for the committee.

Michelle picked up the Easter supplies the Police Department donated to the committee. The committee appreciates the donation.

VIII. NEXT MEETING AGENDA ITEMS

Review of 2017 events and Planning of 2018 events

IX. ADJOURNMENT

A Motion was made by Lucille Launderville and seconded by Michelle Hennessy to adjourn the meeting at 5:47 PM.

Vote: 3 - 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant