



## ***City of Boiling Spring Lakes***

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

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### **Special Events Committee Meeting Minutes January 10, 2018 5:15 P.M. City Hall**

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

**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 5:18 p.m.

#### **II. APPROVAL OF AGENDA**

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

**Vote: 5 - 0**

#### **III. APPROVAL OF MINUTES**

A motion was made by Kevin Metzker and seconded by Lucille Launderville to accept the December 13, 2017 minutes as written.

**Vote: 5 - 0**

#### **IV. PUBLIC COMMENT**

There were no public comments.

Prior to the start of Old Business, Michelle welcomed new member Jackie Barker to the committee. Jackie was unable to attend the December meeting but did participate at the Christmas Festival and Tree Lighting event.

## **V. OLD BUSINESS**

There was no old business for discussion.

## **VI. NEW BUSINESS**

### **a. Review 2017 events ~ Plan 2018 events**

The members discussed tentative dates for the 2018 events and decided as follows:

March 24 – Eggstravaganza

April 14 – Hoops & Heroes (pending approval from school/college for gym availability)

May 19 – Spring Fling

June 16 – Battle of the Bands (event depends upon band participation)

August 25 – Mayor's Cup Golf Tournament

September 15 – 9/11 Memorial Bike Run

October 27 – Fall Festival / Haunted Hayride

November 30 – Christmas Festival / Tree Lighting

Jackie will find out when Big Toy Day is this year because it had coincided with one of the events in the past. Michelle believed the sponsors changed the month it is held so Jackie will verify the date.

Michelle stated the committee will have a Santa this year at the Christmas Festival along with hot chocolate, cookie decorating, crafts and story time.

The members discussed at length what day to have the Christmas Festival. This past Christmas, the Oak Island parade started later in the day which caused the volunteers to be late to help at the event. Attendees of the event also complained it was difficult to get from Oak Island to the event. Michelle suggested having the Christmas Festival on a Sunday but Lucille worried that the next day would be a school day and parents may not want their children out the night before school. Kathleen suggested Friday night would be a good night and compared it to the 2015 Tree Lighting which was held on a Friday night, separate from the Christmas Festival, and that, aside from the Bolivia Elementary kids and families who attended because they made the Christmas ornaments for the tree, many residents attended the tree lighting too. Michelle reminded the members that the event would have to start after City Hall closes so as not to interfere with city business. Pamela was asked to check with Jeff on use of City Hall on a Friday night. Kathleen also suggested having part of the event at the Police Department training room such as hot chocolate and Santa and then the cookie decorating and crafts at City Hall. Michelle did not think it was a good idea to separate the event in different buildings.

After much discussion, it was decided to have the Christmas Festival/Tree Lighting on Friday night, November 30 pending approval by the City Manager of use of City Hall so close to the end of the City business day.

The members also discussed who they would want to raise money for at some of the upcoming events. They will leave the fundraising for the Mitch Prince Law Enforcement Scholarship fund with the Hoops & Heroes event even though in the past it was associated with the Battle of the Bands event. If there is interest from local bands to have the Battle of the Bands event, the members can then decide whom to donate the money to. Michelle advised in the past they have donated to the Seabees, a local group of Navy veterans who build handicap ramps for disabled residents. Lucille mentioned when she was a member of the Rotary Club where she used to live they raised funds to pay for Life Alert for seniors unable to pay for the service. Kathleen asked about local non-profit organizations in the City and the CIS Store, New Hope Clinic and Tamara's Village were discussed. The members discussed at length making a donation to the New Hope Clinic and advertising at the event they are raising funds for New Hope in hopes they will be able to secure more donations. People have a tendency to donate more if they know it will be going to benefit someplace local.

## **VII. ANNOUNCEMENTS**

Jackie asked if the sound system was purchased. Michelle advised it was and it works great and cannot wait to use it at events. It was a much needed purchase.

Michelle also mentioned this was the last year she could stay on as Chair of the committee as her term will be up in 2019 and asked the members to start thinking about who would like to step up into the Chair position. She mentioned that any one of the members could step into the chair position at any point and she would stay on the committee as a member.

## **VIII. NEXT MEETING AGENDA ITEMS**

Finalize 2018 events  
Eggstravaganza

## **IX. ADJOURNMENT**

A Motion was made by Kevin Metzker and seconded by Lucille Launderville to adjourn the meeting at 6:17 PM.

**Vote: 5 - 0**

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant