



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

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

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### **Special Events Committee Meeting Minutes April 11, 2018 at 5:30 P.M. City Hall**

**ATTENDANCE:** Kathleen Caric, Acting Chair, Lucille Launderville, Jackie Barker, Connie Ruehl

**ABSENT:** Kevin Metzker, Sr. (sick leave/excused)

**COMMISSIONER LIAISON:** Steven Barger

**STAFF:** Pamela Bellina, Administrative Assistant

#### **I. CALL TO ORDER**

Acting Chair Kathleen Caric called the regular monthly meeting of the Special Events Committee to order at 5:32 PM.

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

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

**Vote: 4 - 0**

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

A motion was made by Jackie Barker and seconded by Lucille Launderville to accept the March 14, 2018 minutes as written.

**Vote: 4 - 0**

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

J.R. Barker, Spring Lake Drive, will be spearheading the car show for the Spring Fling event. He hopes to have more cars this year than last year and inquired if he did get more cars,

where could they park the additional cars. The committee discussed this issue of parking additional show cars and decided they could park in front of the ropes (the parking area for Spring Lake park) to the left side of the entrance. Also discussed were how many trophies and how many judges would be needed. He requested there be judges this year who are knowledgeable about classic cars instead of having the public vote who may not be as knowledgeable. Eight trophies will be needed for the four categories/two eras. Mr. Barker also suggested three judges. It was also discussed basing the judging on a point scale. Mr. Barker will register the cars but noted he will need a form which has name, car type/year and a registration number which the committee will provide.

## **V. OLD BUSINESS**

### **a. Eggstravaganza ~ recap**

The members noted they had a very big turnout for the event this year which they thought went well but they did need to work on some issues. Next year they would like to purchase just the bigger plastic eggs. Recycling of the plastic eggs went well and received back approximately 400 plastic eggs. Because the event had so many participants, the members decided not to have the games and crafts tables but would keep the face painting. Jackie suggested keeping the Easter Bunny away until after the Easter egg hunt as he was a diversion from the egg hunt. It was also suggested the Easter Bunny hand out the prize baskets which would be a great photo opportunity. It was also discussed having a chair or bench for the Easter Bunny for photo opportunities. Lucille saw a chair at a local thrift store priced at \$15 that would be good for the Eggstravaganza event, and maybe even the Christmas Festival. She will check to see if the chair is still available at the store.

A Motion was made by Connie Ruehl and seconded by Jackie Barker for Lucille to purchase the chair at the thrift store.

**Vote: 4 – 0**

Jackie noted the committee needs signs leading to the event next year. The members noted the prize baskets were very nice and Lucille did a great job with the baskets she made. There were coupons from McDonald's, Texas Roadhouse, The Office and Spikes. The committee would like to make sure they have the coupons early next year in enough time to have them stuffed in the Easter eggs. If not, they would need to have someone hand them out as opposed to leaving them in a basket as individuals were taking many coupons. The committee also agreed they need to contact the local businesses early in the year to request coupons, door prizes, donations, etc. for any of the events.

The cupcakes were beautiful and were a big hit; however, the committee was unable to set up the cakewalk game because there were so many attendees there was not enough room. They ended up giving away the cupcakes.

**b. Mitch Prince Hoops & Heroes Basketball Tournament ~ April 14, 2018**

Kathleen explained the event had to be cancelled because of lack of participation. Not enough teams signed up to warrant the expense of the event. Lucille suggested taking the budget money from this cancelled event and split it between other events. Pamela explained the events would have to be within the same fiscal year but would verify with Karen Thompson, Finance Director. Jackie contacted former Commissioner Mary Stilwell about the Mitch Prince Scholarship Foundation and read the email from her to the committee. Mrs. Stilwell explained how the scholarship came to be. The committee will try to find another event to raise funds for the scholarship fund; however, they are finding a lack of participation at some of their events which is making it difficult to fundraise.

**VI. NEW BUSINESS**

**a. Spring Fling ~ May 19, 2018**

Jackie did a wonderful job creating the Spring Fling and the car show flyers. Lucille had the vendor list from last year but was unsure if it was the latest version. Jackie and Connie offered to call/email the vendors on the list and stuff envelopes with the flyer and registration forms to mail. Kathleen noted that the VFW will have food at the event and will expand their menu this year. Kathleen will boost the event on Special Event's Facebook page and will contact the BBQ cook-off contestants from last year. Pamela will post the flyer and event on the City's website and Facebook page along with the BBQ cook-off rules and registration form. Jackie will inquire about a bouncy house and slide as that has always been a big attraction for the children. Kathleen discussed with the members whether to have a deejay at the event again this year. Lucille and Connie both thought it would be good to have a deejay there to make announcements throughout the day and play music, which will free up the committee to run the event.

A Motion was made by Lucille Launderville and seconded by Connie Ruehl to have a deejay the event.

**Vote: 4 - 0**

**VII. ANNOUNCEMENTS**

Kathleen reminded the committee they would be voting at the June meeting for a member to take the Chair position and inquired if anyone wanted to step up or discuss the position now. None of the members present expressed an interest in taking the chair position at this time. Kathleen asked Pamela what would happen if no one wanted to take the Chair position. Pamela would have to ask Jeff Repp and will get back to the committee with an answer.

The committee also discussed whether to hold the Battle of the Bands event or change the event to a talent show. There has been a lack of interest by local bands in the Battle of the Bands event in the past because they would rather take a paying gig. Connie thought it would be risky to turn the event into a talent show for the same reason - dependence upon getting people to participate.

The members discussed other types of events to hold: corn hole contest, treasure hunt, trivia night, movie night, food truck rodeo and luau at the lake. Kathleen spoke with Rob Warner at The Office Wine and Coffee Bar who was interested in collaborating for movie night. The committee could hold the event in the grassy area at The Office. They could sell popcorn and soft drinks and The Office would sell coffee, beer and wine.

As to fundraising, Kathleen suggested for future consideration donating the funds raised at the Fall Festival from the sale of food to the Mitch Prince Scholarship Fund. Kathleen also brought up whether to hold fundraising type events or just family friendly type events, the concern being the cost to residents for fundraising events. She reiterated her question of whether to go forward with the Battle of the Bands event, as they need to recruit bands as soon as possible. Lucille suggested contacting Mary Stilwell to determine how she recruited bands before they cancel the event.

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

Spring Fling  
Battle of the Bands

#### **IX. ADJOURNMENT**

A Motion was made by Lucille Launderville and seconded by Connie Ruehl to adjourn the meeting at 7:52 PM.

**Vote: 4 - 0**

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The committee reconvened the meeting at 7:54 PM to discuss the change in the start time for the Spring Fling event from 11:00 AM to 10:00 AM to better coincide with the car show start time and all the members were in agreement.

**Vote: 4 – 0**

A Motion was made by Lucille Launderville and seconded by Jackie Barker to adjourn the meeting at 7:56 PM.

**Vote: 4 - 0**

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant