



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee Meeting Minutes August 14, 2019 5:30 P.M. City Hall

ATTENDANCE: Michelle Hennessy, Co-Chair, Lucille Launderville, Brenda Hogan
Clark Sizemore, Joan Kinney, 1st alternate

ABSENT: Jackie Barker (excused)

COMMISSIONER LIAISON: Steven Barger (excused)

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

Michelle Hennessy, Acting Chair of the Special Events Committee, called the regular monthly meeting to order at 5:29 PM.

II. APPROVAL OF AGENDA

A motion was made by Lucille Launderville with a second by Joan Kinney to accept the agenda as written.

Vote: 5 - 0

III. APPROVAL OF MINUTES

A motion was made by Joan Kinney with a second by Brenda Hogan to accept the July 10, 2019 minutes as written.

Vote: 5 - 0

IV. PUBLIC COMMENT

There were no public comments.

V. OLD BUSINESS

a. Mayor's Cup Golf Tournament ~ August 24, 2019

Lucille advised they received 12 golf packages for this event which is more golf packages than they received year. Steve White has asked to use the committee's tents for the event, as the new clubhouse has not yet been built. Committee members are to be at the temporary clubhouse/trailer by 8:00 AM to set up for registration and start collecting for the mulligans and 50/50.

b. 9/11 Memorial Bike Run ~ September 21, 2019

Michelle had confirmed with the Sheriff's Department the date of the bike run; however, she learned her contact person has retired so she will reconfirm with his replacement.

Michelle urged everyone to get at least five (5) door prizes per person and each member was assigned an area to canvass. Brenda was assigned BSL, Lucille was assigned Southport, Clark and Joan were assigned Oak Island, Michelle was assigned Leland and Jackie was assigned Shallotte.

Jackie was also assigned getting the trophy from BrandAll.

The VFW will be cooking/serving for this event and the committee will purchase the food. Joan suggested having potato salad instead of baked beans which they served in the past. She will contact Ahoy Donuts to see if they would be willing to donate donuts for the event. If no donation, then she will order donuts. Michelle advised to get ice from Kopps or Clarence's since she no longer has access to an ice machine.

Lucille advised the budget for this event is \$1,500 and she would like to know when anything is purchased so she can keep track of the expenses. She will ask Chaplain Lee Eiss to say a prayer and will reach out to Mayor Caster. At the Spring Bike Run, Jackie played the National Anthem on the sound system and the members hope to do that for this bike run also. Jackie is to confirm with the JROTC their availability, as Joan did not have contact information. Michelle will confirm with the Police and Fire Departments of their availability to lead the bikers from the last stop at Old Brunswick Store back to the Community Center. She will also secure the stops and ride the route to note any roadwork, detours or potholes.

Lucille advised the VFW has a very nice leather motorcycle vest that has military patches they would like to raffle at the event. The members discussed raffling of the vest, the proceeds

of which would go to the VFW. With this event, any proceeds the committee derives goes to the Police and Fire Departments and they would not want any confusion to the bikers where the raffle money was going. It was decided to wait for the Spring Bike Run or another event to raffle the VFW vest.

A Motion was made by Joan Kinney with a second by Lucille Launderville to save the raffle of the VFW vest for another event.

Vote: 5 – 0

c. Fall Festival / Haunted Hayride ~ October 26, 2019

Jackie confirmed the date with the Community Center. The main concern at this event is staffing/volunteers. This is the biggest event the committee holds and it is important to get as many volunteers as possible. Joan will be in touch with the High School Key Club as soon as school starts and she has been in touch with two Boy Scout troops. The committee hopes to have at least eight (8) to ten (10) volunteers to help set up the games and tents at 9:00 AM and a minimum of ten (10) volunteers to help run the games from 3:00 PM until the haunted hayride starts at dark. For the haunted hayride, they hope to have as many volunteers as possible. Michelle will contact Jeff Repp to ask him to have two city employees and vehicles/trailers for the haunted hayride.

The members agreed to have tacos-in-a-bag, popcorn, drinks and hot chocolate for the event. Michelle spoke with the woman who has played the fortuneteller at past events and she will let Michelle know by mid-September of her availability.

Another hurdle for this event is scene makers. The members discussed the need to get the word out soon to secure scene makers for the haunted hayride.

VI. NEW BUSINESS

There was no New Business to discuss.

VII. ANNOUNCEMENTS

There were no announcements.

VIII. NEXT MEETING AGENDA ITEMS

Mayor's Cup Golf Tournament ~ recap
9/11 Memorial Bike Run
Fall Festival / Haunted Hayride

IX. ADJOURNMENT

A Motion was made by Joan Kinney with a second by Clark Sizemore to adjourn the meeting at 6:30 PM.

Vote: 5 - 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant