



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee

Meeting Minutes

November 10, 2021

5:30 P.M.

City Hall

ATTENDANCE: Brenda Hogan (Chair), Lucille Launderville, Mary Pongonis, Brittany Tapp, Joan Kinney

ABSENT: Teagan Hall, Commissioner Liaison (excused)

I. CALL TO ORDER

Brenda Hogan called the regular monthly meeting to order at 5:30 PM.

II. APPROVAL OF AGENDA

Lucille made a motion to approve the agenda and seconded by Mary.

VOTE: 5 - 0

III. APPROVAL OF MINUTES

A motion was made by Joan and seconded by Brenda to approve the September 8, 2021 minutes as written.

VOTE: 5 – 0

IV. PUBLIC COMMENT

There was no public comment.

V. OLD BUSINESS

a. Candidates Forum

All agreed that the Candidates Forum was a success and Brittany did a fantastic job putting it on facebook. Next forum we need to get her a tripod for her phone. Hank Troschianiec was an excellent moderator and will be asked to do it again for the next Candidates Forum in two years.

b. Fall Festival/Halloween

Lucille and Brenda helped with Trunk or Treat which was put on by the BSL Parks and Recreation Department. The committee chose not to have the Fall Festival this year but Joan moved that we plan to have a Fall Festival next year. Mary seconded the motion.

VOTE: 5 – 0

c. Tree Lighting

Brenda showed the committee ornaments and candy canes she had picked up at Hobby Lobby for our city Christmas tree located in front of the Police Department. Lucille moved we purchase the ornaments and candy canes for the city tree for a total of \$54.36 which Brenda will be reimbursed for. Brittany seconded the motion.

VOTE: 5-0

The committee will decorate the tree on Saturday, November 13, 2021 at 10AM. Joan called Clark Sizemore during the meeting and he agreed to help with putting the lights on the tree. We are checking with Ernie Siriani about getting a ladder. Brenda talked to Chief Tickle of the Fire/Rescue Department to see if they could help with putting the lights on the tree since the tree has grown so much. Chief will check to see how they can help us put the lights on the tree and will get back with Brenda.

The actual lighting will be December 3, 2021 at 5:00 PM followed by the committee going to the Fire/Rescue Department for our Christmas with the Fire/Rescue Department and the Santa parade at 6:00 PM.

d. Christmas with Fire/Rescue Department

Activities for Christmas with Fire/Rescue Department were as follows:

Joan will be in charge of the hot chocolate, cookies, tablecloths, napkins and contacting the Key Club for assistance. We will have the mail boxes for the children to put in their letters to Santa along with a craft for the children.

Lucille made a motion which was seconded by Brenda to put Mary and Brittany in charge of the craft.

VOTE: 5 – 0

Brenda will check with the Fire/Rescue Department to see if they are raffling off baskets and, if so, how much they want to spend and the age groups. Maddy Gedman will be doing face painting. Lucille will contact Suzanne to transfer money from Fall Festival account to the Christmas account. Lucille will contact outgoing and incoming Mayors to invite them to the tree lighting. She will also contact the State Port Pilot for coverage of these events.

Brittany will be in charge of the Christmas music. We will meet at 3PM to set up at the Fire/Rescue Department and will request Key Club participants to be there at 5:30 PM.

VI. New Business

Lucille made a motion that we bring to the attention of the City Clerk that we need two alternates.

VOTE: 5 - 0

VII. ANNOUNCEMENTS

There were no announcements.

VIII. NEXT MEETING AGENDA ITEMS

- Tree Lighting
- Christmas with Fire/Rescue Department
- 2022 Events

IX. ADJOURNMENT

A motion was made by Joan and seconded by Mary to adjourn the meeting.

VOTE: 5 – 0

The meeting was adjourned at 6:50 PM.

Respectfully submitted,

Joan Kinney

Special Events Committee Member

