



## **City of Boiling Spring Lakes**

**9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461**

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Special Events Committee  
Meeting Minutes  
August 10, 2022  
5:30 PM  
City Hall

**ATTENDANCE:** Brenda Hogan (Chair), Lucille Launderville, Mary Pongonis, Joan Kinney, Brittany Tapp and Karen Hartigan, 1st Alternate

**ABSENT:** David Mammay, Commissioner Liaison

**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. The motion was seconded by Mary.

**VOTE: 5-0**

**III. APPROVAL OF MINUTES**

A motion was made by Brittany and seconded by Lucille to approve the July 13, 2022 minutes as written.

**VOTE: 5-0**

**IV. PUBLIC COMMENT**

There was no public comment

**V. OLD BUSINESS**

**a. Golf Tournament**

Mary showed the committee the sponsor signs. Everyone should plan on being at the club at 8:00 AM. Russ Lauderville and Herb Hogan will start at 7:30 AM putting out the sponsor tee signs and will pick them up at the end of the event. The Thank You signs should be placed on the 9<sup>th</sup> and 18<sup>th</sup> holes. The gold and silver sponsors will have a gold or silver star on them. Lucille and Mary will be stationed at the 5<sup>th</sup> hole with drinks and Brenda and Brittany will be at the 14<sup>th</sup> hole. The club will take care of having 3 coolers at each station and if refills are needed they are to call the desk at the clubhouse to restock coolers. Coolers will be returned to the clubhouse after all golfers have played through. Two chairs and one table will be set up at each station.

The cash boxes are at the clubhouse and there will be 2 registration sheets at the table and 1 sheet at the desk for those using credit cards. There will be \$200 start-up money provided by the club. Lucille and Mary will register the golfers, Brittany will sell Mulligans and Brenda will sell 50/50 tickets. Lucille has a check for \$960 to The Lakes for the three gold teams and the extra Carmichael team. The club has all the necessary signs to be used and the sponsor appreciation poster will be attached to the front counter. The tents will be picked up by Brenda and Joan on Friday and taken to the clubhouse to be stored in the men's locker room. Tents will go back to the trailer on Monday. Brittany will be taking pictures of the event. Tents will have to be taken down and the property cleaned up at the end of the event.

Since the Mayor is unable to attend, David Mammay will be welcoming the golfers. Robbie will explain the rules and get the event started.

There will be 50/50 and 10 - \$25 gift cards will be given.

Lucille reported that our expenses for this event are \$960.00 to the The Lakes and \$545.65 for supplies for the event. We have approximately \$2,800 in our Reserve Account.

Food for the event will be taken care of by our Commissioner Liaison, David Mammay.

#### **b. Fall Festival**

The Fall Festival will be on October 22, 2022 from 4 – 9:30 PM at the Community Center. The Community Center has been reserved. We will need to get scenes, money for winners, and a fortune teller. Lucille will talk to Michelle to try and find out who the fortune teller was at our last festival. Brenda suggested that we number the location for the scenes and Brittany will take care of advertising to get the scenes. Twelve volunteers will be

needed dividing the time to work from 9-11AM for setup and 4-8PM for the event. This will include face painting.

Lucille suggested we see if the Fire/Rescue Department would like to sell food. We would buy the food and supplies that they would need and all they would do is cook. Joan will talk to Chief Tickle and see if they would be interested in cooking and also having a scene.

We need to walk the haunted trail to decide what we need for lighting of the trail.

Police Department needs to be asked if we can use their lights for the parking lot area.

**VI. NEW BUSINESS**

**a. Christmas**

The Fire/Rescue Department is planning on Santa arriving into the city on Friday, December 2, 2022 so we will plan on having our tree lighting at the same time along with helping them.

**VII. ANNOUNCEMENTS**

None

**VIII. NEXT MEETING AGENDA ITEMS**

- a. Recap Golf Tournament
- b. Fall Festival
- c. Christmas

**IX. ADJOURNMENT**

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

**VOTE: 5-0**

Respectfully submitted,

Joan Kinney,  
Special Events Committee Member