



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee
Meeting Minutes
March 13, 2024
5:30 PM
City Hall

ATTENDANCE: Brenda Hogan (Chair), Lucille Launderville, Mary Pongonis, Joan Kinney, Karen Hartigan, Clark Sizemore, Jenny Sorber, Teagan Hall, Commissioner Liaison

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

Lucille moved to approve the agenda. Mary seconded the motion.

VOTE: 5 – 0

III. APPROVAL OF MINUTES

Lucille moved to approve the minutes of the February 14, 2024 meeting. The motion was seconded by Brenda.

VOTE: 5 – 0

IV. PUBLIC COMMENTS

None

V. BUDGET REPORT

Lucille reported she has received a report from Suzanne which is in agreement with her figures showing the balance of the Special Account to be \$4,196.56. Lucille has submitted the Special Events Committee budget for the fiscal year 2024-2025 as follows:

| | |
|-----------------------------|-----------|
| High School Recognition | \$ 600.00 |
| Eggstravaganza | 1,200.00 |
| Mayor's Cup Golf Tournament | -0- |
| Fall Festival | 3,300.00 |
| Christmas Festival | 1,500.00 |
| Senior Parade | 1,200.00 |
| Office Supplies | 200.00 |

The total budget amount requested is \$8,000.00.

VI. OLD BUSINESS

a. Eggstravaganza

The bull horn will be used for announcements made at the Eggstravaganza. Those members who are available will meet at Joan's house on Friday, March 15, 2024 at 1:00 PM to tag prizes and fill eggs. Set up time for the Eggstravaganza on March 23, 2024 will be at 9:00 AM. Lucille has yellow tape and stakes to make the divisions for the different age groups. Tables with prizes will be set up in the middle.

b. Update on Trailer Emblem

Mary reported the emblem is supposed to be done tomorrow, March 14, 2024.

c. Update on Trailer Cleanup

The Special Events Trailer has been totally emptied and cleaned up. Everything has been put back into the trailer in an orderly fashion.

d. South Brunswick high School – Banner, Decorations and Parade

Joan will order the banner identical to the ones put up in previous years. The committee will see if we will be able to use the bows again with the possibility of adding to them. It will be done when we meet to get prizes and eggs ready for the Eggstravaganza. The parade is scheduled for May 13, 2024 at 6PM.

e. Founders Day

Brenda checked to see who could make it to the event and it was mentioned that working in shifts might be a good idea. Teagan and Joan will be unable to attend the event. Brenda reminded the committee that Kona Ice will be

there from 10AM – 12:30PM Brenda let the committee know that we have been asked to sell T-shirts at the event and she let them know we will. Organizing and going through historical material for the Founders Day presentation will also be worked on May 15th at Joan's house.

VII. NEW BUSINESS

None

VIII. ANNOUNCEMENTS

Karen let the committee know that the city Christmas Tree has been trimmed and they did an excellent job.

IX. NEXT MEETING AGENDA ITEMS

- a. Recap - Eggstravaganza
- b. Update on Trailer Emblem
- c. Update on South Brunswick High School – Banner, Decorations and Parade
- d. Recap - Founders Day

X. ADJOURNMENT

XI.

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

VOTE: 5 – 0

The meeting adjourned at 6:15 PM.

Respectfully submitted,

Joan Kinney
Special Events Committee Member

