



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee
Meeting Minutes
July 8, 2026
5:30 PM
City Hall

ATTENDANCE:

Brenda Hogan (Chair), Lucille Launderville, Clark Sizemore, Cathy Spence, Sonja Schneider, Veronica Foley (Volunteer), Theresa Shuping (Volunteer), Teagan Hall, Commissioner Liaison

ABSENT: Joan Kinney – Excused

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

Lucille made a motion to approve the agenda.

The motion was seconded by Clark.

VOTE: 5 – 0

III. APPROVAL OF MINUTES

Lucille moved to approve the minutes of the June 10, 2026 meeting. The motion was seconded by Cathy.

VOTE: 5 – 0

IV. PUBLIC COMMENTS

None

V. BUDGET REPORT

Lucille reported there were no changes in the budget since last month's report.

Total cost of Mayor's Cup is currently \$520.39 with a profit of \$679.68.

VI. OLD BUSINESS

a. Mayor's Cup Golf Tournament (Saturday - August 8, 2026)

Lucille sent out letters to prior sponsors and some other businesses who might be interested that would be new sponsors. Different committee members are following up with the sponsors that haven't responded yet. Brenda is going to meet with Robbie at the golf course to see if any of the sponsors turned their money directly to the golf course.

Lucille let the committee know the expenses for the tournament are now a total of \$679.68 which includes napkins, chips, foil, tee signs, koozies, and 10 - \$25 gift cards. We will need a roll of red and a roll of a different color raffle tickets and 2 baskets for the raffle tickets. Theresa to find out what color the golf course is using for their beer tickets. Theresa is making the koozies which saved a considerable amount of money. Theresa brought samples of the koozies to the meeting for everyone to see. She is making a total of 150 koozies.

Need to make one new Tee Sign for "Beach Road Furniture" that sponsored \$400.

Theresa will take pictures of the teams and have them ready to hand out at the end of the tournament. The gold sponsors will have their pictures taken with their tee sign. Joan will send out thank you notes to the gold sponsors with a picture of the team they represented and the silver sponsors will get a thank you note without a picture enclosed.

b. Halloween Fall Festival

The Halloween Fall Festival will be October 17, 2026. Brenda asked the Fire/Rescue Department if they would be interested in selling food at the festival and they said yes. She also asked David Mammay if he would help us with his equipment, music and assistance as he did last year and he said yes. The Community Center is already reserved. Prizes will be discussed at next month's meeting. All agreed to limit the number of people going down the trail so there would be small groups at a time instead of everyone being released at once to go. We already have the additional lights needed but they will need to be checked.

In addition to having our regular flyers, it was decided an additional flyer explaining the scenes with possibly a picture of a scene from last year so it is clearer as to what a scene is for those who might want to participate. Also going to add a picture of last year's costume winner (Jenny Sorber) to the flyers. Sonja will create the 2 flyers.

VII. NEW BUSINESS

- a. Christmas Tree Lighting
- b. Sonja to work on designing a logo for the Special Events Committee to use for all future events starting with the Fall Festival 2026. Considering having different color shirts with the new logo for each different event.

VIII. ANNOUNCEMENTS

None

IX. NEXT MEETING AGENDA ITEMS

- a. Mayor's Cup Golf Tournament
- b. Halloween Fall Festival

X. ADJOURNMENT

A motion was made by Lucille with a second by Brenda to adjourn the meeting.

VOTE: 5 -0

The meeting adjourned at 6:25 PM

Respectfully submitted,
Cathy Spence – Special Events Committee Member
Veronica Foley - Volunteer