



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Lakes, NC 28461

Special Events Committee
Meeting Minutes
March 11, 2026
5:30 PM
City Hall

ATTENDANCE: Brenda Hogan (Chair), Lucille Launderville, Karen Hartigan, Joan Kinney, Clark Sizemore, Cathy Spence, Sonja Schneider, Veronica Foley, Teagan Hall, Commissioner Liaison

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

Karen made a motion to approve the agenda. The motion was seconded by Lucille.

VOTE: 5 – 0

III. APPROVAL OF MINUTES

Lucille moved to approve the minutes of the February 11, 2026 meeting. The motion was seconded by Karen.

VOTE: 5 – 0

IV. PUBLIC COMMENTS

None

V. BUDGET REPORT

Lucille reported the following expenses to date.

Eggstravaganza

Candy	\$283.00
Gifts/Crafts	248.60

\$531.60

Library Donation - \$500.00

The balance in our Special Account after the Library donation is \$5,492.33.

VI. OLD BUSINESS

a. Easter Eggstravaganza

We will need jelly beans to put in the cups used for the bunny craft. All are so pleased with the signs this year which all felt were the best ever as they are easy to read. Brenda and Sonja checked the trailer and reported there are plenty tablecloths, caution tape and raffle tickets. We will need 2 tables for each age group, one for the bunny prizes and one for the miscellaneous prizes for a total of 4 tables. The picnic table under the shelter at the park will be used for face painting and crafts. There will be 12 gold eggs – 6 for each age group. When a gold egg is brought to the prize table, they will pick out their prize off the table and we will collect the egg at that time. No tickets will be required inside the eggs. We need to tape off 2 entrances according to age limit and signs indicating which age group goes through which entrance. As they enter, each child will receive a ticket which will be used for their prize from the miscellaneous prize table at the end of the egg hunt. Brenda will contact the Public Works Department to schedule the trailer to be moved to the park on Friday, March 20th. She will also contact the Police Department for directing traffic during the event. Veronica suggested we all meet at the park and see the layout before the event. All liked the idea and agreed to meet at the park at 11AM on Friday, March 13th.

A rain date has been set for March 28th. Brenda told the committee that Judy Franke, who lives on Nicholas, has a sign in her front yard and she and Carol Jacobs have volunteered to help with our event. Brenda will notify D&J ice cream truck to be at the event at 10:30 AM.

b. Graduation Banner and Bows

Teagan let the committee know that the South Brunswick High School senior parade will be May 18th. Joan will bring a bag of the bows to the park when we meet there Friday so we can check and see their condition and what we

need to do to get them ready to install them on the posts. Last year we did 45 bows. Joan will order the graduation banner.

c. Update on Christmas Tree Trimming

Karen reported that she spoke to Gordon (City Manager) and he approved to have the city pay for the trimming and it will be done next month.

VII. NEW BUSINESS

Brenda brought to the attention of the committee that there will be a Venus Fly Trap Spring Festival at the Community Center on May 30, 2026.

VIII. ANNOUNCEMENTS

Brenda let the committee know what Sheila at The Lakes Golf Club has agreed to help us again with the cooking and anything else we might need for the Mayor's Golf Tournament. Sheila also suggested we give out koozies as our handout at registration as the club is out of them.

IX. NEXT MEETING AGENDA ITEMS

- a. Recap - Easter Eggstravaganza
- b. Graduation Banner and Bows
- c. Mayor's Cup Golf Tournament

X. ADJOURNMENT

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

VOTE: 5 – 0

The meeting adjourned at 6:40 PM

Respectfully submitted,
Joan Kinney
Special Events Committee Member