



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee
Meeting Minutes
July 10, 2024
5:30 PM
City Hall

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

ABSENT: Karen Hartigan (excused)

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

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

VOTE: 5 – 0

III. APPROVAL OF MINUTES

Lucille moved to approve the minutes of the June 12, 2024 meeting. The motion was seconded by Mary.

VOTE: 5 – 0

IV. PUBLIC COMMENTS

None

V. BUDGET REPORT

Lucille reported the balance of our Special Account is \$3,424.06 which balances within \$5.92 of what Lucille had figured. She let the committee know that the city did not pay for the lettering on the trailer. It came out of our account.

VI. OLD BUSINESS

a. Mayor's Cup Golf Tournament

Lucille will take care of inviting the Mayor to the event and Brenda will keep the golf course up-to-date on our \$400 gold sponsors so we are sure they are on the list of players. Jenny will take care of the Sponsor Board.

With the chance that we might not have enough blank signs for our sponsors, Joan moved to have Mary order two boxes of blank signs. The motion was seconded by Brenda.

VOTE: 5 – 0

Lucille suggested that we get a picture of our \$400 gold sponsors with their Tee Sign and include it in our thank you note to them. Mary will make sure each \$400 sponsor has two Tee Signs and one will be located with registration so Jenny can get a picture of them with a sign at that time.

Brenda checked on who will be able to attend the golf tournament as Karen will not be able to attend. All other committee members will be at the tournament. Teagan will help with the hot dogs and any team member who is available will also assist.

Brenda asked the committee what they thought about having the D & J Sweet Treat ice cream truck at the function. Joan moved we invite D & J Sweet Treat ice cream truck to be at our golf tournament. Brenda seconded the motion.

VOTE: 5 – 0

Lucille will get 3 boxes of chips and \$250 in gift cards. Brenda has already delivered to-go containers, plates and cups to the golf course.

We have enough 50/50 tickets in the trailer and The Lakes will provide the cash boxes.

b. Fall Festival

Since some members of the committee will not be able to make the October 26, 2024 date scheduled for the Fall Festival, the date for the Fall Festival will be changed to October 19, 2024.

Set-up time will be 9:00AM – 12:00PM.

Event hours will be 4:00 PM – 8:00 PM.

There was discussion about having vendors and food trucks.

Joan moved to table any further discussion of the Fall Festival until our next meeting. The motion was seconded by Brenda.

VOTE: 5 - 0

Brenda will let Nancy, our city clerk, know of this change.

VII. NEW BUSINESS

a. August meeting

Since our next meeting is scheduled after the golf tournament, the committee all agreed to change the August meeting to August 7, 2024 at 5:30 PM. Brenda will email Nancy, our city clerk, of this change.

VIII. ANNOUNCEMENTS

None

IX. ADJOURNMENT

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

VOTE: 5 – 0

The meeting adjourned at 6:45 PM.

Respectfully submitted,

Joan Kinney
Special Events Committee Member