



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Special Events Committee
Meeting Minutes
September 26, 2024
5:30 PM
Community Center

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

ABSENT: Karen Hartigan (excused)
Mary Pongonis (excused)

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

Joan requested to add T-Shirt Quotes to the agenda. Lucille moved to approve the agenda with the addition. The motion was seconded by Brenda.

VOTE: 5 – 0

III. APPROVAL OF MINUTES

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

VOTE: 5 – 0

IV. PUBLIC COMMENTS

None

V. BUDGET REPORT

Lucille reported the balance in our Special Account is \$6,211.19. She noted to the committee that the budget amount for our Fall Festival had been reduced by \$800. So far \$700.73 has been spent on the Fall Festival. Income from the Mayor's Cup Golf Tournament was \$4,684.00 minus expenses of \$2,294.37 leaving a balance of \$2,389.63.

VI. OLD BUSINESS

a. Recap - Mayor's Cup Golf Tournament

All agreed the tournament was a success with the question arising regarding who the winners were. The committee felt they needed to know who the team was as there was a question regarding their score. We need to make sure we get everything picked up at the end of the tournament or shortly afterwards.

b. Fall Festival

Brenda let the committee know that Lucille and Clark will be unable to attend the Fall Festival. Joan read a message from Tammy Pauley indicating 30 youth from the First Baptist Church of BSL will be able to help us with the festival.

Brenda suggested assigning jobs for each person which would help prevent everyone asking "what do you want me to do". The cake walk will be run by Brenda and Joan, Mary will be the fortune teller, Jenny will be in charge of the tattoos, and Karen will be in charge of the solar lights. Rick Cushman will bring his games and be there with them. We need floaters to relieve those at the games. A cooler with water will be set up by the cake walk for the helpers. Judges will be picked the night of the event.

Setup time will be at 10:00 AM on the day of the event. Brenda will keep in touch with Becky, who had a scene last year, to try and get her again. Joan will order candy and extra games. Costume contest will be at 6:30 PM with haunted trail to open at dusk. The trail area needs to be taped off. Jenny has tape we can use.

Jenny suggested telling the volunteers to remind players when the costume contest will be and when the trail will open. Clark will purchase 5 pumpkins and 7 bales of hay on Wednesday, October 17th and take them to the Community Center.

Teagan and Jenny will reach out to community groups to see if we can get some help with our trail scenes. We will get chairs from the Community Center to be placed by each game for the volunteers.

The possibility of keeping the Community Center open during the event will be discussed with Sara. The committee is willing to pay for someone to be at the Community Center during the event if it is necessary.

Lucille moved instead of giving out cupcakes for the cakewalk prize that we make up bags of candy to hand out instead. The motion was seconded by Joan.

VOTE: 5 – 0

The cakewalk has now become the candy walk.

c. T-Shirt Quotes

Joan received a quote from Blondie's Boutique, Lauren Borowski, as follows:

Full back and left chest logo

Gildan soft blend T-shirt - \$13 (plus \$2.50 for 2XL)

Gildan soft bland long sleeve - \$17 (plus \$2.50 for 2XL)

Gildan crewneck sweatshirt - \$21 (plus \$2.50 for 2 XL)

Gildan hooded sweatshirt - \$26 (plus \$2.50 for 2XL)

This quote does not include tax.

Lucille moved we purchase shirts from Blondie's Boutique. The motion was seconded by Brenda.

VOTE: 5 – 0

The decision as to what will be ordered will be made at our next meeting. Everyone needs to be ready with their size.

VII. NEW BUSINESS

None

VIII. ANNOUNCEMENTS

Brenda announced that our next meeting will be on October 9, 2024 at 5:30 PM at the Community Center.

IX. NEXT MEETING AGENDA ITEMS

- a. Fall Festival
- b. T-Shirt Order

X. ADJOURNMENT

A motion was made by Clark to adjourn the meeting. The motion was seconded by Brenda.

VOTE: 5 – 0

The meeting adjourned at 6:45 PM.

Respectfully submitted,

Joan Kinney
Special Events Committee Member