



## **City of Boiling Spring Lakes**

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

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Special Events Committee  
Meeting Minutes  
October 9, 2024  
5:30 PM  
City Hall

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

**ABSENT:** Teagan Hall, Commissioner Liaison (excused)

**I. CALL TO ORDER**

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

**II. APPROVAL OF AGENDA**

Karen moved to approve the agenda. The motion was seconded by Brenda.

**VOTE: 5 – 0**

**III. APPROVAL OF MINUTES**

Mary moved to approve the minutes of the September 26, 2024 meeting. The motion was seconded by Lucille.

**VOTE: 5 – 0**

**IV. PUBLIC COMMENTS**

None

**V. BUDGET REPORT**

Lucille reported the balance in our Special Account is \$6,211.19, which is the same as last month. Mary moved to approve the budget report. Karen seconded the motion.

**VOTE: 5 - 0**

**VI. OLD BUSINESS**

a. Fall Festival

Brenda reported that there will be someone working for us at the community center on the night of the festival from 4 – 8 PM which will make it possible to have restrooms available. We will pay that person \$60. Lucille will take care of getting the \$300 prize for best scene on the trail and the \$60 for the community center worker.

Joan requested help filling bags with candy for the candy walk and it was decided we would fill bags on Monday, October 14, 2024 at 1:00 PM, at Joan's house. Joan suggested the need for music at the Limbo game and Jenny volunteered to take care of the music. October 17, 2024 was selected as the date to pick up food needed for Fire/Rescue to cook the night of the festival. Mary and Joan will shop for the food. Our single rolls of tickets will be used to give out to volunteers for food.

Mary checked to make sure the tarot cards and skeleton for the fortune teller tent were in the trailer. Everyone agreed they thought that is where they are. The week of the event Brenda will remind the Police Department to move the Special Events trailer and to set up lights and generator. Because of the lighting it was suggested that Fire/Rescue be located where the cake walk usually is and move the cake walk where face painting is usually located, thus it will be necessary for the trailer to be parked in the middle. Lucille has the baskets ready for the costume prizes.

Jenny will provide the tape to be used at the trail site. 10:00 AM is setup time on Saturday of the event and we will return at 4:00 PM.

b. T-Shirt Order

Joan got sizes from everyone for T-shirts, long sleeve shirts and crewneck sweatshirts (one each per committee member). Lucille made a motion to allot a maximum of \$400 for shirts. The motion was seconded by Mary.

**VOTE: 5 – 0**

**VII. NEW BUSINESS**

Lucille proposed we allot \$2000 out of our Special Account which now has a balance of \$6,211.19 to The Highlands subdivision which had flooding during the

recent cyclone. Lucille stated she felt money raised in our community should be used in our community. Discussion followed with suggestions made resulting in tabling the proposal until the next meeting.

**VIII. ANNOUNCEMENTS**

None

**IX. NEXT MEETING AGENDA ITEMS**

- a. Recap – Fall Festival
- b. Christmas
- c. Flood Victim Contribution

**X. ADJOURNMENT**

A motion was made by Joan to adjourn the meeting. The motion was seconded by Karen

**VOTE: 5 – 0**

The meeting adjourned at 6:15 PM.

Respectfully submitted,

Joan Kinney  
Special Events Committee Member