



OAK RIDGE SPECIAL EVENTS COMMITTEE
Meeting Minutes
February 13, 2025 - 7pm

Attendees: Diana Macklin, Claudia Whitaker, Amy & Brent Carrickhoff, Barb Engel, Caroline Ruch, Rose Shetzley, Sue Madison, Ann Schneider & Patti Dmuchowski

1. Meeting Called to Order at 7:00pm - Patti Dmuchowski
2. Approve Agenda - Motion by Amy Carrickhoff, 2nd by Barb Engela and motion approved.
3. Minutes Approved of January 10, 2025 meeting as amended:

Page 1 - Date should be January 10, **2025**

Page 3 - Section 6. LUN b. (l) - Sue Madison also suggested that we have a "get together" at the Farmhouse and invite folks to find out about the Committee. We could go over the different events and see if there is any interest.

Page 3 - Section 6. LUN b. (m) - Courtenay Harton questioned if we were allowed to **hang Special Events signs at the 3 town entrances. Patti Dmuchowski to follow up with Sandra Smith.**

Page 3 – TSG Conley is **not** from ORMA.

Motion made by Diana Macklin, 2nd by Claudia Whitaker and motion approved.

It was noted that town event signs cannot be put up at town entrances. It was also noted that two signs are allowed if they are on the corner of different streets where the event is located.

4. Veterans Honor Green:
 - a. Sign off – Phase 1 status - Completed
 - b. Bids out – Phase 2 status. Mark Reeves has completed the construction documentation. Bids will go out next week and back by March 14th. Looking at April for a possible start to the project.
 - c. 3rd Order of Pavers – Patti Dmuchowski to submit order to Polar Engraving.
 - d. Phase 1 will be \$10-\$13K under budget. Patti Dmuchowski and Ann Schneider will work with Bill Bruce to try to keep this amount in reserve for use in funding Phase 2 - Ann Schneider

- e. The current total donated for Phase 2 is over \$20,000. Missing LUN donations which Barb Engel will check on. \$50K in the current town budget.
- f. Discussion on markers for the 13 major conflicts. Possible 3 stations to incorporate the conflicts history. Ann Schneider to check on the cost and how we could pay for. Suggested asking for town to share the cost. Possible use of a “square” to include more details.

5. Special Events Calendar for 2025:

- a. Memorial Day Ceremony – Monday, May 26, 2025 – VHG & Speaker needed
- b. Flag day and 250th Anniversary of the Army. – June 14, 2025. Together with DAR, GIGI Williams.
- c. Kids Bike Parade – Friday, July 4, 2025
- d. 911 – Thursday, Sept 11, 2025. Display up Sunday, Sept 7, 2025, thru Sept 13, 2025
- e. Heritage Day – September 27, 2025 – decide on baking contest
- f. Veterans Day – Tuesday, Nov 11, 2025, at 10am – VHG & Speaker needed
- g. LUN – Saturday, December 6, 2025

6. Park & Recreation Schedule for the Year to Brock Dunigan – Patti Dmuchowski

6. LUN

- a. Confirm participation:
 - a. Craft vendors and Food Vendors. Going well signing up food and craft vendors. Food vendors went well and craft vendors were ok. – Barb Engel
 - b. It was noted that Santa will now charge \$125, an hour and we usually have him for 2 ½ hours. The budget will reflect this change. – Barb Engel
 - c. OR Destination Arts is on board for next year – Barb Engel
 - d. ORES Choir – Patti Dmuchowski
 - e. OR Baptist Band – Patti Dmuchowski
 - f. ORES Jumpers – Patti Dmuchowski
 - g. Grinch – Kyle Anders has agreed to be the “Grinch” again next year. The committee to look at a different route or a tractor that is not so high. Concern with the tractor going through the parking lot due to low hanging trees on the sidewalk. – Patti Dmuchowski/Caroline Ruch
 - h. OR Presbyterian Choir – Patti Dmuchowski
 - i. Summit Church – Patti Dmuchowski
 - j. Confident Kid Raffle – Patti Dmuchowski
 - k. Sponsorship Patti Dmuchowski to work with Ann Schneider on communicating to local merchants. Maybe have more than one sponsor tier.

- I. Lowes Cookies and water available earlier in the day at the crosswalk. Caroline Ruch to continue working with Lowes. Possibility of a popcorn machine also. Careful not to take away from the food vendors.
 - b. Discuss new activities:
 - a. Use of Farmhouse for Movie
 - b. Use of “sock” ice skating rink
 - c. Dog Holiday Fashion Show – Ann Schneider and possible Annette Joyce.
 - d. Kid’s Characters walking around the park before Santa arrives. Patti Dmuchowski to check with the NW High School Drama Club and Ann Schneider to check with Summerfield Theater group.
 - e. Lawn Displays – Ann Schneider has set up a meeting with Greg Van Wyck to discuss.
 - f. Music throughout the Park – Caroline Ruch continues to work with Parks and Rec on this.
 - g. Luminaries up to the Farmhouse – Amy Carrickhoff and Diana Macklin to review the physical layout and provide feedback on what is needed.
 - h. Lights in the trees along Linville Rd, across from Town Hall – Amy Carrickhoff and Diana Macklin to review the physical layout and to price out two option of lighting, blinky lights and string lights like the Plantation development.
 - i. The group discussed the new cord covers and concern with height. It was the consensus that we use them for only a month in the winter when bike riding is limited. It was also suggested that we place “alert” type signs by the cord covers.
 - j. Brent Carrickhoff also noted that we should focus on decorating the Farmhouse as the focal point for Christmas.

7. Budgets

2024/2025 – It was noted that we need to address the decoration on the lawn
2025/2026 – budget due to Bill Bruce in March. Sue Madison noted that we would need larger than a ¼ ad for LUN. This is for the new Connect2 publication.

8. Elections of Chair and Vice Chair

Patti Dmuchowski was elected for 1 more year and Brent Carrickhoff will be the Vice Chair. It was noted that we need to try and get some new members. It was suggested to have a get-together at the new Farmhouse in May for potential new members. Maybe we will combine it with the Mountain To Streams Committee who are also looking for committee members.

8. Meeting Adjourned at 8:15 with a motion from Barb Engel, 2nd by Diana Macklin and motion approved.

9. Next meeting on Thursday, March 13, 2025 at 7pm. Hopefully we can hold our April meeting at the Farmhouse if completed.

Respectfully Submitted by:

Patti Dmuchowski, Chair