



OAK RIDGE SPECIAL EVENTS COMMITTEE Meeting Minutes – In Person at Farmhouse December 11, 2025 – 7pm

Attendees: Hasini Karthik, Caroline Ruch, Barb Engel, Sue Madison, Claudia Whittaker, Patti Dmuchowski and Ann Schneider.

1. Meeting Called to Order at 7:21 pm – Patti Dmuchowski
2. Agenda Approved – Motion made by Barb Engel, 2nd by Sue Madison and motion approved.
3. Minutes of November 13, 2025, were approved – Motion made by Barb Engel, 2nd by Claudia Whittaker and motion approved.
4. Veterans Honor Green - Status Update:
 - a. 4th Order of Pavers – Need 20, currently have 15. Need to publicize. Genevieve Geib sent out a social media blurb and will do again in January.
 - b. Sandra Smith is working on final reconciliation of donations
 - c. Interpretive panels - Patti Dmuchowski & Ann Schneider
 - o Discussion on how to proceed. Need to present to Town Council.
Suggested having a survey by the local Veterans to get their opinions on what should be included on the panels.
5. Special Events Calendar for 2025:
 - a. Memorial Day Ceremony – Monday, May 26, 2025 - Completed
 - b. Kids Bike Parade – Friday, July 4, 2025 – Completed
 - c. 911 Ceremony – Thursday, September 11, 2025 - Completed
 - d. Heritage Day – September 27, 2025 – Cancelled
 - e. Veterans Day, Nov 11, 2025, at 10am – Completed
 - f. LUN – Saturday, Dec 6, 2025 - Completed
6. LUN – Review Project Plan (see attachment for 2026)
 - a. Schedule Volunteer Work Date in July.
 - i. Create additional stars for the fence
 - ii. Create new Oak Ridge Sign
 - iii. Work on Snowflakes – order supplies
 1. Thanks to Amy & Matt for working on the two that were lit.
 - b. The stars looked great on the fence. Will try next year to have more stars and spread them out more. It was also noted that the arches need to be

spaced further apart next year. Caroline brought up again the possibility of having blinking lights in the trees along Linville.

- c. Music – Day of event and the month of December. – Caroline Ruch
 - d. Craft Vendors & Food Trucks. Wonderful job by Barb Engel. We made over \$870. Barb indicated that she got good feedback from the vendors.
 - e. Tractor Hayride went very well. Caroline suggested that we move the time up to 1:30 as there were a lot of kids this year. Also, Gray needs to get the tractor back before it is dark. Caroline mentioned that the trees along Linville Rd need to be trimmed.
 - f. Scouts' participation was wonderful again. Thanks to Hashini for coordinating.
 - g. Badges worked much better this year. Please return or keep for next year – Patti Dmuchowski
 - h. Check on a “switch” to light the tree. Caroline Ruch suggested getting a wire that has a switch that you can step on. Patti Dmuchowski
 - i. The group also discussed getting bids from local landscape and Christmas lighting businesses. All agreed that it is getting very difficult for the SE Committee to handle as well as get enough volunteers. Ann is going to check with a Merchant that may want to install and be a sponsor. Caroline and Ann will check on local landscapers that they know.
6. Additional Business – Patti Dmuchowski
- a. Request for Parks & Recreation help for Special Events during their events. Ashley Royal has requested a meeting in January to discuss it with Brock. See attached list.
7. Next meeting is on January 8, 2026. This is the same date as the January Town Council meeting. Will discuss with committee members.

Motion to adjourn was made at 8:40 by Barb Engel and 2nd by Sue Madison, motion approved.

Respectfully submitted by,

Patti Dmuchowski, Chair