



OAK RIDGE SPECIAL EVENTS COMMITTEE AGENDA August 11, 2021 – 7pm

- 1) Approval of Agenda
- 2) Approval of the Minutes 7/13/21 and Special Meeting 7/20/21
- 3) Current Status:
 - i) NW Observer Article – Completed
 - ii) NW Observer half page ad – Completed (We have \$2K budgeted in total)
 - iii) Personal Thank You cards have been printed – Card sent to the OR Horse Assoc.
 - iv) Personal “Thank You” cards & envelopes
 - v) Gauge developed, approved, and on the OR Website – need updated status
 - vi) Process established for donated funds to be posted:
 - (1) Funds are put into regular OR Town income account
 - (2) Moved into the restricted Veterans Fund and matching funds noted – once a quarter
- 4) Large Sponsors solicitation – need to get moving on
 - i) All SE members have Sponsor paperwork to talk to sponsors
 - ii) Major Donation by Bernard & Anna Walraven - \$10K
 - iii) Data Base tracking donations & assign sponsor level – please communicate to Patti
- 5) Communications - Ongoing
 - i) Town Web Site, Town Facebook and NextDoor
 - (1) Needs to be developed for August
- 6) Light Up the Night
 - i) Order luminaries - Caroline
 - ii) Confirm “Santa Bob” - Ann
 - iii) Check with local participants – ORES & Dance Group
 - iv) Vendors & Food Trucks - Caroline
 - v) Total Budgeted \$2450 (Carolers - \$450)
- 7) 911 – 20 Years Memorial – occurs during Ridge Fest – ongoing discussion with P&R & Randy Floss
- 8) Ridge Fest – Operation of Food Trailer – Sue M & Barb
- 9) Heritage Day – Sep 25 – Participation with Beard and Bake contest
- 10) Update on McGill and the new park planning - Ann

Next Meeting Sept 14, 2021 – 7pm Town Hall