



**OAK RIDGE SPECIAL EVENTS COMMITTEE**  
**Agenda**  
**June 14, 2022 – 7pm**

1. Meeting called to order
2. Approval of Agenda
3. Minutes from May 10, 2022 Approval
4. Current Veterans Totals – Patti Dmuchowski
  - a. \$1,410 collected as of April 1 – June 8, 2022
  - b. \$1,000 collected for Pavers (not included in grand total yet)
  - c. Current total \$117,886.74 (Total Donations, Matched \$ by town, held over match \$ for July 1, and difference at start).
  - d. Next quarterly cutoff will be June 30, 2022
5. Bricks Fundraising
  - a. Claudia Whitaker had a concern with the form printing out too small from the Web site. Ann Schneider to look at.
  - b. Establish a process to record brick donations with Ashley/Sandra. Polar Engraving provides a spreadsheet. Patti Dmuchowski
  - c. We have received 9 brick donations so far. Polar Engraving suggests that we submit them once we have 5 and then we can have sample bricks to show folks. Patti Dmuchowski
  - d. Message sent to Tom Collins about using the ORYA mailing list to send out the flyer. Patti Dmuchowski
  - e. Provide the flyers at the town Summer Drive-In and at the Music in the Park activities. Who attends?
  - f. Tax letter created for the paver donors. Patti Dmuchowski
  - g. “Brick Creator” – Courtenay Harton
6. Fundraising
  - a. Let’s keep the momentum going
  - b. Ann Schneider to contact Boom Supersonics
  - c. Create an email to potential sponsors for a presentation. Ann Schneider and Patti Dmuchowski
7. Memorial Day Ceremony 2022 – Patti Dmuchowski

8. Veterans Day Ceremony 2022 – Patti Dmuchowski
  - a. Speakers – Amy and Brent’s brother and sister in-law
  - b. Bios have been provided
  - c. Program created as we get nearer to the date
  - d. Participation by additional Scout troops in Oak Ridge
  
9. Veterans Site Review
  - a. Update on park schedule. We are waiting on the successful water well drilling on the property. Ann Schneider
  - b. Waiting on interface from Parks & Recreation to start the bid process hopefully in the summer.
  
10. Light Up the Night – Ben Walraven
  - a. Current purchase from FLIC to complete the circuit recieved
  - b. Date & Volunteers to put luminaries together
  - c. Signage – Detail and order
  - d. Budget – ½ order for covers – Diane Macklin
  - e. Vendor, entertainment, and Food Trucks status – Barb Engel
    - i. Craft vendors
    - ii. Food Vendors
    - iii. Music and Entertainment
    - iv. Barb Engel will check with Danielle Gram and see if Summit Church will participate again. We will make a concerted effort for the “Cocoa” signage to be better this year
    - v. Grinch – Will he be available?
  
11. Ridgifest 2022. The suggestion was made to sell food on Thursday night. Usually there is no food available. Barb Engel will send out an email to see if there are any volunteers willing to work.
  
12. Music in the Park – new venue and town needs folks to run the concessions. Any interest? Will check on profit possibilities for Veterans fund.
  - a. May 13, 2023
  - b. June 10, 2023
  - c. August 12, 2023
  - d. October 14, 2023
  
13. Decorating the town entrances. Courtenay Harton
  
14. Special Events Volunteers to work on landscape at Redmon house. Barb Engel to check with the Garden Club.
  
15. No additional business

Next Meeting – July 12, 2022, Town Hall @7pm