



OAK RIDGE SPECIAL EVENTS COMMITTEE Agenda October 10, 2023 – 7pm

1. Meeting called to order – Patti Dmuchowski
2. Approve Agenda – Patti Dmuchowski
3. Approve minutes from September 9, 2023
4. Veterans Fundraising to date:
 - a. Current Total is \$238,930.62.
 - b. Bids process status – All 3 bids received were too high
 - i. \$341K – WC Construction
 - ii. \$375K – BAR Construction
 - iii. \$412K – Cinderella Partners
 - c. Where do we go from here – Ann Schneider
5. Special Events Calendar for 2023:
 - a. **Memorial Day Ceremony** - Completed
 - b. **Kids Bike Parade** – Tuesday, July 4, 2023 – completed.
 - c. **911** – Sunday, Sept 10, 2023 – completed.
 - d. **Heritage Day** – Saturday, September 30. 2023 - completed
 - i. Very successful day
 - ii. 7 Cake entries
 - iii. Thanks to the volunteers
 - iv. Made over \$500
 - e. **Veterans Day** – Saturday, Nov 11, 2023 at 10:00am – 11:00am- Rev Roy Carter is speaker and the scouts will also be present as well as ORMA
 - f. **Charles Benbow House 200th Anniversary this year**
 - i. Sunday Oct 15 with rain date of Sun Oct 22. Last time we had approximately 65 people, but we hope to do more this time.
 - ii. Review Benbow House Checklist
 - iii. Volunteers needed
 - g. **LUN** – Dec 2, 2023 at 2pm to 7pm
 - i. September volunteer days to work on trees & stars - Ben Walraven & Brent Carrickhoff and Amy Carrickhoff
 - ii. Ben Walraven also noted that we will need to purchase additional “torpedoes” which protect the electrical wires. He will provide a count and cost.

- iii. Need to further discuss the “25th” numbers in the large star – Ben Walraven, Danny Yanusz and Ann Schneider
- iv. Vendors – Barb Engel continues to send out flyers.
- v. Volunteer Set-Up of Luminaries at the Park - Nov 29, 2023 at 9:00am – 3:00pm
- vi. Additional concern of electrical available from the farmhouse as raised. Ben Walraven and Dann Yanusz will discuss and look at possible options. Ann to give update if available.

6. **Oak Ridge 25th Anniversary Celebration** – Patti Dmuchowski & Caroline Ruch

- a. Centerpiece Committee - Rose Shetzley, Caroline Ruch, Courtenay Harton & Claudia Whitaker
 - i. Review Checklist – Rose Shetzley
- b. Dinner to be held at the Oak Ridge Methodist Church on January 20th at 6:00pm – 9pm.
- c. Deposits have been sent to Phyllis Rowe from Sandra Smith.
- d. Invitations and programs to be coordinated with Sandra Smith.
- e. ORMA and the Scouts will participate in the affair.
- f. Pastor Mike will work the media at no charge.
- g. Band will be “Soggy Bottoms” - Ann Schneider
- h. 25th Swag available for purchase
 - i. Christmas Ornaments
 - ii. Lapel pins – Ann Schneider & Sandra Smith
 - iii. T-Shirts
- i. Catering (budgeted 150 people at \$20)
 - i. Caroline Ruch - “An Event to Remember” Caterer has penciled us in.
 - ii. Cakes will be done by Regina Englishman – Claudia Whitaker

7. Additional items

Caroline Ruch asked for volunteers to help with the “Bridge to the Ridge” event at ORMA on Sat, Oct 14. There will be tours at 11:30 am and 1pm. Special Events will be selling T-Shirts and ornaments. Barb Engel is working on getting some food and craft vendors. Please let Caroline Ruch know if you can help during the day. Patti Dmuchowski will check with Ashely Royal about using the Square and getting a cash box.

Meeting Adjourn

The next meeting will be on November 12, 2023 at 7pm.