



OAK RIDGE SPECIAL EVENTS COMMITTEE
Meeting Minutes
November 15, 2022 – 7pm

Attendees: Patti Dmuchowski, Ann Schneider, Ben Walraven, Barb Engel, Diana Macklin, Amy and Brent Carrickhoff, Claudia Whitaker, Corinne Pickford, Sue Madison and John Browning

Meeting called to order by Patti Dmuchowski at 7:00 pm

Approval of Agenda – Motion made by Amy Carrickhoff and 2nd by Ben Walraven

Approval of minutes from October 11, 2022. Motion made by Ben Walraven and 2nd by Sue Madison

Current Veterans Totals – Patti Dmuchowski

Current totals - \$160,505.70 (includes \$500 donation from the NW Womens Club and match by the town.)

Fundraising – Need to have a major push for the end of the year. It would be nice to raise the \$20,000 needed to reach out goal. Suggested that Sue create a flyer for distribution by Dominoes, post it around town and run a ¼ page ad in the NWO noting “Great Last Minute Christmas Gift – Buy a Brick”

Veterans Day Ceremony – Nov 11, 2022 – Patti Dmuchowski

Amazing ceremony. Huge thanks to our speakers Billy and Heather Smith. The problem is going to try to top this next year. Great job by the scouts and the Christian Baptist band.

Veterans Site Review – Ann Schneider

The town is underway with the bid process for the park. Park construction should start the 1st Qtr 2023. We need to continue to fundraise to meet our goal. We will then need to coordinate with the town on our bid process for building the site.

Light Up the Night – The project plan was reviewed. A social media request for volunteers to put up the luminaries will be done on NextDoor and the town web site. Volunteers should be at the park at 10am on Tuesday, Nov 29th.

Additional parking for LUN will be at SECU, CrossFit, Redmon Field and the Town Hall. ORES is having a new roof put on as well as Saturday basketball games so there will be limited parking. John Browning and John Garrett will take care of parking at the Redmon Field.

Sue Madison has created an ad for the NWO which will detail the specific times of LUN. Patti Dmuchowski will have API create a new 4 X 4 sign to be placed on Linville Rd one week before the event. Additional signage has been ordered. Ashley Royal will make tags for all the volunteers.

I will meet with Terry Lannon to finalize our requirements for LUN. This includes bringing over the Santa platform and installing it on Friday, Dec 2, 10 plastic chairs for the band, and the fabric chair for Santa. We will also detail the specific area requirements for the fireworks and timing.

Amy Carrickhoff has the plans in place for meeting Santa at the Fire Station and bringing him over to the event. Barb Engel's granddaughters will be elves again this year and Patti Dmuchowski will get candy canes to distribute. Barb Engel and Patti Dmuchowski will decorate Santa's platform.

Barb Engel has created instructions for her craft and food vendors. She will mark off each vendor area. Mike Matzinger has also contacted several scouts to help with unloading of the vendor materials. Barb has also coordinated with Destination Arts and Wiz the Magician.

Sue Madison and Barb Engel have the tractors in place and are looking for someone to make rails for the wagons. We also have Grinch costumes, CDs, Grinch scout volunteers and additional Grinch decorations for the wagons.

We will have a final meeting on Wed, Nov 31 to review final LUN items.

The meeting was adjourned at 8:15 with a motion from Sue Madison and 2nd by Ben Walraven.