



SPECIAL EVENTS ADVISORY COMMITTEE MEETING AGENDA

October 22, 2024 at 5:00 PM

Town Hall - 1941 E. Jeter Road, Bartonville, TX 76226

A. CALL MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Recording Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Committee for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Committee during the Public Presentation portion of the meeting or when the item is considered by the Committee.

D. REGULAR ITEMS

- 1. Discuss and consider approval of the October 8, 2024 Regular Meeting Minutes.
- 2. Discussion of the Christmas tree lighting celebration.

E. ADJOURNMENT

CERTIFICATION

I hereby certify that this Notice of Meeting was posted on the Town Website, and on the bulletin board, at Town Hall of the Town of Bartonville, Texas, a place convenient and readily accessible to the public at all times. Said Notice was posted on the following date and time; and remained posted continuously prior to the scheduled time of said meeting and shall remain posted until meeting is adjourned.

/s/ Andrea Carpenter, Deputy Town Secretary

Posted: October 18, 2024 before 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE October 22, 2024

FROM: Andrea Carpenter, Deputy Town Secretary

AGENDA ITEM: Discuss and consider approval of the October 8, 2024 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a meeting on October 8, 2024.

RECOMMENDED MOTION OR ACTION:

Approve the October 8, 2024 Special Events Committee Meeting Minutes.

ATTACHMENTS:

- October 8, 2024 Special Events Committee Meeting Minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 8th DAY OF OCTOBER 2024, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:

Margie Arens, Committee Member/Council Member Place 5
Keith Crandall, Committee Member/Council Member Place 4
Kathy Daum, Committee Member
Lori Van Alstine, Committee Member
Randy Van Alstine, Chair

Committee Member Absent:

Donna Baumgarner, Committee Member
Sean Stenovitch, Committee Member

Town Staff Present:

Andrea Carpenter, Deputy Town Secretary

A. CALL MEETING TO ORDER

Chair Van Alstine called the meeting to order at 5:00 p.m.

B. PLEDGE OF ALLEGIANCE

Chair Van Alstine led the Pledge of Allegiance.

C. PUBLIC PARTICIPATION

If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins.

There was none.

D. REGULAR ITEMS

1. Statement of Appointed Official and Oath of Office to newly reappointed Committee members.

Deputy Town Secretary Carpenter administered the Statement of Appointed Official and Oath of Office to the Committee members.

2. Appointment of Chair and Vice Chair.

Motion made by Committee Member Arens, seconded by Committee Member Crandall to appoint Lori Van Alstine as Committee Chair. Motion carried unanimously.

Motion made by Committee Member Arens, seconded by Committee Member Crandall to appoint Kathy Daum as Committee Vice Chair. Motion carried unanimously.

3. Discuss and consider approval of the September 10, 2024 meeting minutes.

Motion made by Committee Member Crandall, seconded by Committee Member Daum to approve the September 10, 2024 meeting minutes as presented. Motion carried unanimously.

4. Discussion of Christmas tree lighting celebration.

The Committee discussed refreshments to be served, as well as a design for signs and banners. It was decided that the event would run from 5:30pm-7:30pm, with the lighting of the tree to take place at 6:00pm. The presence of Santa Claus was confirmed, and the committee members considered additional decorations that would be added. The option of a craft activity for children was discussed, and it was determined that Christmas music would be played throughout the event.

5. Discuss a meeting schedule for the remainder of the calendar year.

The Committee scheduled future meetings leading up to the Christmas tree lighting: October 22, November 5, and November 18.

E. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 6:06 p.m.

APPROVED this the 22nd day of October 2024.

APPROVED:

Lori Van Alstine, Chair

ATTEST:

Andrea Carpenter, Deputy Town Secretary