



Town of Lake Park, Florida

Centennial Celebration Committee Meeting Minutes

Tuesday, May 16, 2023 at 6:30 PM

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

John Linden	—	Commissioner/Chair
Roger Michaud	—	Mayor
Evelyn Harris Clark	—	Vice Chair
Mary Beth Taylor	—	Commissioner
Patricia Leduc	—	Committee Member
John D'Agostino	—	Town Manager
Riunite Franks	—	Special Events Director
Vivian Mendez, MMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Centennial Celebration Committee, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

6:30 P.M.

PRESENT

Commissioner/Chair John Linden
Vice-Chair Evelyn Harris Clark
Mayor Roger Michaud
Commissioner Mary-Beth Taylor
Board Member Patricia Leduc

PLEDGE OF ALLEGIANCE

Commissioner/Chair Linden

CONSENT AGENDA:

1. March 21, 2023 Centennial Celebration Committee Meeting Minutes

Motion made to approve the Consent Agenda by Board Member Leduc, Seconded by Commissioner Taylor.

Voting Yea: Commissioner/Chair Linden

NEW BUSINESS:

2. Centennial Celebration Sponsorship Update

Special Events Director Franks explained the donations. She asked the Committee to reach out to vendors for In-Kind donations instead of monetary donations. She asked the Committee to stick to the budgeted items and not add anything further so that we do not go over budget.

Commissioner/Chair Linden asked for an accounting of the budget.

3. Centennial Light Pole Banners Update

Special Events Director Franks explained that the banner would be installed in two phases. The first phase would be on May 24, 2023 and the second would be June 5, 2023. Vice-Chair Harris Clark as if the banner could go back up after the holiday season. Special Events Director Franks explained that the Art District banner would be reinstalled after the holidays.

Commissioner Taylor suggested providing the historical properties with the banners.

Committee Member Leduc suggested hanging them in Town Hall. Mayor Michaud suggested hanging them on all Town owned facilities. The Committee came up with several other suggestions of where to hang the banners next year.

4. Centennial Exhibit Ribbon-Cutting Ceremony Update

Special Events Director Franks explained that registrations were requested for the events and none have been received. The event is June 3, 2023. She asked the Committee to reach out to members of the community and remind them to register. She explained that the photos would be printed by the end of next week. The event banners would be going up over the next two weeks.

Commissioner/Chair Linden explained that the Historical Society would like to know which pictures are being printed and the explanation of each photo as well. Special Events Director Franks stated that she would have that information to Commissioner/Chair Linden by Monday. Commissioner/Chair Linden explained that the mailing received at his home did not contain the Centennial information. He asked if any other mailers were going out. Special Events Director Franks was not aware of any other mailers, but would ask the departments heads.

5. Centennial Celebration Chili-Cook-off
Special Events Director Franks explained that this event would be combined with the Back-to-School event in Town Hall. She asked if any members of the Committee were participating. Committee Members asked how the event was held. Mayor Michaud explained how the event was handled in the past.
6. Centennial Art & Music Festival
Special Events Director Franks explained if anyone was interested in taking packets with them they are available in the Chamber. She explained the event fees associated with the application. She asked for guidance on the type of music to be performed during the event. She reviewed the list of previous bands that performed at Sunset Celebrations over the past few years. The Committee discussed the type of music to have play and the amount of bands. Special Events Director Franks would speak with the Rust Market coordinator to discuss additional logistics for the day. Commissioner/Chair Linden asked that he be invited to the next meeting. The Committee agreed on a total of three 80' type bands.
7. Centennial Celebration Gala
Special Events Director Franks explained the item. The Committee decided to have the list of former Commissioners and Mayors presented at the next meeting.

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

None

COMMITTEE MEMBER COMMENTS:

Special Events Director Franks asked that the Committee review the list of bands and let her know which bands interest them by the next meeting.

Committee Member Leduc spoke of reaching out to local vendors to invite them to participate in the Town's events.

Mayor Michaud provided Special Events Franks with the list of municipalities. He has reached out to the Rust Market coordinator. This was the home stretch.

Vice-Chair Harris Clark will not be in attendance at the next meeting and request a Zoom initiation so that she can participate.

Commissioner/Chair Linden asked for his Centennial shirt. He asked if there was something going on at the next Sunset Celebration event. Special Events Director Franks stated that there was nothing planned at the summer Sunset Celebration. She suggested that they discontinue attendance at the events and limit the purchase of new items and only purchase items for the Gala. She suggested selling items at the Art & Music Festival. Committee Member Leduc suggested that they promote the Ribbon-Cutting at the next Sunset Celebration.

ADJOURNMENT:

8:06 P.M.

FUTURE MEETING DATE: The next scheduled Centennial Celebration Committee will be conducted on June 6, 2023.



Chair/Commissioner, John Linden



Town Clerk, Wixian Mendez, MMC



Approved on this 27 of June, 2023