



**CITY OF LAUREL, MARYLAND
PRIDE DAY CELEBRATION PLANNING
COMMITTEE**

8103 Sandy Spring Road Laurel, Maryland 20707
Email: clerk@laurelmd.us Phone: 301-725-5300 Ext. 2121

Councilman James Kole, Chair
Dana Cunningham
Amy Dunham
Nicole Gore
Michelle Keating
Amy Knox
Alvin K. Smith, Jr.

PRIDE DAY CELEBRATION PLANNING COMMITTEE

MONDAY, OCTOBER 7, 2024

6:00 PM

VIRTUAL MEETING

MEETING MINUTES

The meeting convened virtually at approximately 6:02 pm. The roll was called with Council President James Kole, Chair, Dana Cunningham, Amy Dunham, Amy Knox, and Alvin Smith, present. City Staff present was Sara A. Green, CPM, CMC, City Clerk. Absent were: Nicole Gore and Michelle Keating. There were two (2) members of the public in attendance.

Agenda Item No. 2 was Approval of Minutes for the September 26, 2024 meeting. Amy Dunham made a motion to approve the minutes with the following changes: 1. Sponsors had been secured: Delete Laurel Volunteer Fire Department and Nothing Bundt Cakes. 2. Sponsor Amelia's spelling change to Emelia's. The motion was seconded by Dana Cunningham and carried on a voice vote by all Members present.

Agenda Item No. 3 was a Fundraising Update. President Kole noted that there had not been any additional fundraisers since the last meeting.

Next, Amy Dunham provided an update regarding Vendors stating that there were currently forty (40) vendors signed up for the Pride Day event.

Agenda Item No. 4 was a Sponsor Update. Amy Dunham reported that no new Sponsors had been secured since the last meeting.

Agenda Item No. 6 was a Social Media/Advertising Update. Dana Cunningham reported that she was able to get the Instagram Ad's for the Pride Day Event up and running.

Agenda No. 7 was a Merchandise Update. Amy Knox reported that the t-shirts, temporary tattoos, and stickers that the Committee ordered were set to arrive on Wednesday, October 9, 2024.

Agenda Item No. 8 was Pride Day Event Miscellaneous. Amy Dunham noted that the only face painter that she heard back from quoted a price of \$550 that was \$50 over the maximum budget voted on at the September 26, 2024 meeting. On motion by Amy

Knox, seconded by Dana Cunningham and carried on a voice vote of all Members present, the Committee voted to approve the face painter at \$550.

Amy Dunham noted that she had not heard back from any photo booth vendors. The Committee briefly discussed purchasing photo booth equipment. On motion by Amy Knox, seconded by Chairman Kole, and carried on a voice vote of all Members present, voted to authorize the purchase of photo booth equipment and backdrop from Amazon at a maximum of \$150.

Lastly, Chairman Kole noted that he had forgotten to schedule port-a-pots for the event. The Committee, on voice vote of all Members present authorized Chairman Kole to order and schedule port-a-pots for the event.

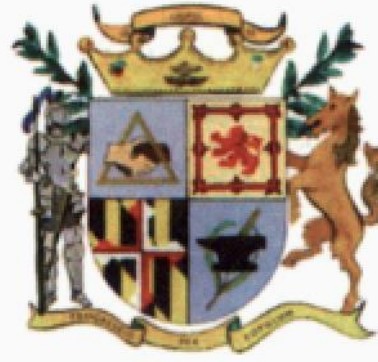
There being no further business, the meeting adjourned at approximately 6:58 pm.

Approved:



Sara A. Green, CPM, CMC
City Clerk

Date: *December 18, 2024*



Councilman James Kole, Chair
Dana Cunningham
Amy Dunham
Nicole Gore
Michelle Keating
Amy Knox
Alvin K. Smith, Jr.

Pride Day Celebration Planning Committee

October 7, 2024

6:00 PM

AGENDA

VIRTUAL ZOOM MEETING

Please contact the City Clerk at 301-725-5300 Ext. 2120 or clerk@laurel.md.us to request Zoom Meeting link by 2:00 pm the day of the meeting.

1. Call to Order
2. Approval of Minutes
 - September 26, 2024
3. Fundraising Update
4. Vendor Update
5. Sponsor Update
6. Social Media/Advertising
7. Merchandise Update
8. Pride Day Event Miscellaneous
9. Adjourn

Pride Day Celebration Planning Committee

Attendance/Voting Record

Monday October 7, 2024
6:00 PM

Virtual- Zoom Meeting

Start Time: 6:03 pm

End Time: 6:58pm Public In Attendance: 2

Attendance/Roll Call

✓ Dana Cunningham ✓ Amy Dunham absent Nicole Gore

absent Michelle Keating ✓ Amy Knox ✓ Alvin Smith

✓ Chairman James Kole (Council President)

Minutes of September 26, 2024 Meeting w/ amendments

2nd Dana Cunningham 1st Amy Dunham absent Nicole Gore

absent Michelle Keating yes Amy Knox yes Alvin Smith

yes Chairman James Kole (Council President)

Increase Face Painting to \$550

2nd Dana Cunningham yes Amy Dunham absent Nicole Gore

absent Michelle Keating 1st Amy Knox yes Alvin Smith

yes Chairman James Kole (Council President)

\$150 for Purchase of Photo Booth Equipment from Amazon

yes Dana Cunningham yes Amy Dunham absent Nicole Gore

absent Michelle Keating 1st Amy Knox yes Alvin Smith

2nd Chairman James Kole (Council President)

Port-a-Pot Rental/Scheduling for Pride Day Event

yes Dana Cunningham yes Amy Dunham absent Nicole Gore

absent Michelle Keating yes Amy Knox yes Alvin Smith

yes Chairman James Kole (Council President)