



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

8103 Sandy Spring Road Laurel, Maryland 20707  
Email: [clerk@laurelmd.us](mailto: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**

**THURSDAY, SEPTEMBER 26, 2024**

**6:00 PM**

**VIRTUAL MEETING**

***MEETING MINUTES***

The meeting convened virtually at approximately 6:00 pm. The roll was called with Council President James Kole, Chair, Dana Cunningham, Amy Dunham, and Nicole Gore, present. City Staff present was Sara A. Green, CPM, CMC, City Clerk. There was one (1) member of the public in attendance.

Amy Knox entered the meeting at approximately 6:03 pm.

Agenda Item No. 2 was Approval of Minutes for September 3, 2024 meeting. Amy Dunham made a motion to approve the minutes as submitted. The motion was seconded by Nicole Gore and carried on a voice vote by all Members present.

Agenda Item No. 3 was a Fundraising Update. President Kole noted that he believed there was over \$300.00 collected at the Drag Bingo held on September 13, 2024.

Alvin Smith entered the meeting at approximately 6:06 pm.

Next, Amy Dunham provided an update regarding Vendors stating that there were currently thirty-three (33) vendors signed up for the Pride Day event.

Amy Dunham noted that the following Sponsors had been secured:

- Big City Body Art
- Kapoo Kids
- Power Homes
- Oaklands Presbyterian Church
- Capital Vacations
- Emelia's

Amy Dunham asked if there were any City Departments that wanted a vendor space. She said that the Laurel Police Department had signed up a few months prior. Sara Green said she would ask the Departments and let the Committee know.

Agenda Item No. 6 was a Social Media/Advertising Update. Dana Cunningham reported that she had set Facebook boosts for the Pride Day event noting that she was almost at the maximum amount of the budget set for advertising. The Committee discussed increasing the budget by adding \$100 for advertising. Dana Cunningham made a motion to increase the budget by \$100 and Alvin Smith seconded the motion. The motion was carried on a voice vote by all Members present.

Agenda No. 7 was a Merchandise Update. Amy Knox shared quotes for T-Shirts, temporary tattoos and stickers with the Pride logo on them. A brief discussion ensued regarding the quotes. On motion by Amy Knox, seconded by Amy Dunham and carried on a voice vote by all Members present, the Committee voted to approve the T-Shirt purchase of 100 shirts in multiple colors with the full-size logo on the back and Laurel Pride text on the front and award to Nightmare Graphics in the amount of \$2,200.00.

The Committee, on motion by Amy Knox, seconded by Chairman Kole and carried on a unanimous voice vote by all Members present voted to approve the purchase of temporary tattoos and die-cut stickers with the Pride Logo in the amount of \$706.00 as presented.

Next, Chairman Kole presented a quote from Sign-A-Rama for a Banner for the Pride Day event with the new Pride Logo on it in the amount of \$795.00. The Committee, on motion by Chairman Kole, seconded by Amy Knox and carried on a voice vote of all Members present approved the purchase as presented.

Agenda Item No. 8 was Decoration Discussion. The Committee was of the consensus that rather than additional decorations, the funds would be better spent on face painting and a photobooth for the Pride Day event. The Committee agreed on a voice vote of all Members present to authorize a \$500 max budget for face painting and \$500 max budget for a photobooth. Additionally, the Committee approved \$200 max budget for the purchase of 500 Pride Flags as giveaways for the event.

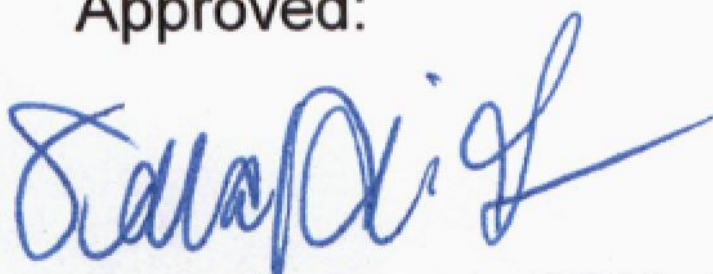
Agenda No. 9 DJ Follow-Up. No discussion was had on this item.

The Committee agreed that the next meeting would be held on October 7, 2024 at 6:00 pm.

There being no further business, the meeting adjourned at approximately 6:55 pm.

Approved:

Date: October 7, 2024



Sara A. Green, CPM, CMC  
City Clerk



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

## **Pride Day Celebration Planning Committee**

**September 26, 2024**

**6:00 PM**

### **AGENDA**

#### **VIRTUAL ZOOM MEETING**

**Please contact the City Clerk at 301-725-5300 Ext. 2120 or [clerk@laurel.md.us](mailto: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 3, 2024
3. Fundraising Update
4. Vendor Update
5. Sponsor Update
6. Social Media/Advertising
7. Merchandise Update
8. Decoration Discussion
9. DJ Follow-Up
10. Adjourn

Pride Day Celebration Planning Committee

Attendance/Voting Record

Thursday, September 26, 2024  
6:00 PM

Virtual- Zoom Meeting

Start Time: 6:00pm End Time: 6:55pm Public In Attendance: 1

Attendance/Roll Call

Dana Cunningham  Amy Dunham  Nicole Gore

absent Michelle Keating <sup>entered mtg at 6:03pm</sup> Amy Knox <sup>entered mtg at 6:06pm</sup> Alvin Smith

Chairman James Kole (Council President)

Minutes of September 3, 2024 Meeting

yes Dana Cunningham 1st Amy Dunham 2nd Nicole Gore  
absent Michelle Keating yes Amy Knox <sup>not yet present</sup> Alvin Smith

yes Chairman James Kole (Council President)

Increase Advertising Budget by \$100.00

1st Dana Cunningham yes Amy Dunham yes Nicole Gore

absent Michelle Keating yes Amy Knox 2nd Alvin Smith

yes Chairman James Kole (Council President)

T-Shirt Purchase- Nightmare Graphics Quote- \$2,200.00

yes Dana Cunningham 2nd Amy Dunham yes Nicole Gore

absent Michelle Keating 1st Amy Knox yes Alvin Smith

yes Chairman James Kole (Council President)

Temporary Tattoos and Die-Cut Stickers (Merchandise Purchase)- \$706.00 Quote

yes Dana Cunningham yes Amy Dunham yes Nicole Gore

absent Michelle Keating 1st Amy Knox yes Alvin Smith

Yes Chairman James Kole (Council President)

Pride Day Event Banner Purchase- Sign-A-Rama Quote- \$795.00

Yes Dana Cunningham      Yes Amy Dunham      Yes Nicole Gore

Absent Michelle Keating      JM Amy Knox      Yes Alvin Smith

1st Chairman James Kole (Council President)

Pride Day Face Painting- Max Budget of \$500  
Pride Day Photobooth- Max Budget of \$500

Yes Dana Cunningham      Yes Amy Dunham      Yes Nicole Gore

Absent Michelle Keating      Yes Amy Knox      Yes Alvin Smith

Yes Chairman James Kole (Council President)

Pride Flag Giveaways - 500 Flags for Max Budget of \$200

yes Dana Cunningham      yes Amy Dunham      yes Nicole Gore

absent Michelle Keating      yes Amy Knox      yes Alvin Smith

yes Chairman James Kole (Council President)