



**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
Jennifer Bronson
Dana Cunningham
Amy Dunham
Michelle Keating
Amy Knox
Alvin K. Smith, Jr.

PRIDE DAY CELEBRATION PLANNING COMMITTEE

TUESDAY, SEPTEMBER 22, 2026

6:30 PM

VIRTUAL MEETING

MEETING MINUTES

The meeting convened virtually at approximately 6:32 pm with Councilman James Kole, Chair, Jennifer Bronson, Amy Dunham, Amy Knox, and Alvin Smith present. Absent were: Dana Cunningham, and Michelle Keating. City Staff present was Sara A. Green, CPM, MMC, City Clerk. There were zero (0) members of the public in attendance.

Agenda Item No. 2 was Approval of the following meeting minutes:

- August 11, 2026, 2026 Meeting
- September 8, 2026 Meeting

Both sets of minutes were approved by unanimous voice vote of all members present.

Agenda Item No. 3 was the Event Recap of the September 18, 2026 Drag Bingo. The event went well and Chairman Kole noted that the Committee cleared \$1,805 for the event. Mr. Smith said that the only complaint he heard at the event was that some people did not think that it was fair that a Committee member was eligible to win one of the prizes.

Agenda Item No. 4 was Pride Event Planning Update. The Committee discussed the current list of sponsors, vendors, food vendors, performers and the entertainment schedule. Sara Green spoke about the various Hold Harmless Waivers, Certificates of Insurance, and other documentation needed for vendors and performers. Ms. Green said that she would provide Amy Dunham with Danny Selby, Director, Department of Fire Marshal and Permit Services contact information so that they could coordinate vendor and health department inspections.

Agenda Item No. 5 New Business- Approval of 360° Photo Booth Vendor for Pride Day Event. Amy Dunham noted that JW Events would provide 2 photo booths and 2 attendants if the Committee would put them in as a Crown Sponsor and just asked that the Committee pay for the two attendants' time of \$250. Additionally, Amy Dunham updated the Committee that Kappoo Kids would provide a bouncy jumper for Alliance Sponsorship level and \$300 for staffing costs. Both items were approved on motion by

Amy Dunham, seconded by Alvin Smith, and carried on a voice vote of all members present.

Next, the Committee discussed allocating funds for the Master of Ceremonies transportation to the event. On motion by Amy Dunham, seconded by Alvin Smith, and carried on a voice vote of all members present, the Committee approved \$75 allocation for transportation.

The Committee agreed that the next meeting to include information for the volunteers would be held virtually on October 5, 2026 at 6:30 pm.

There being no further business, the meeting adjourned at approximately 7:32 pm.

Approved:

Date: *October 5, 2026*

A handwritten signature in blue ink, appearing to read "Sara A. Green".

Sara A. Green, CPM, MMC
City Clerk



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

Pride Day Celebration Planning Committee

September 22, 2026

6:30 PM

AGENDA

VIRTUAL 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**

- August 11, 2026 Meeting
- September 8, 2026 Meeting

3. **Event Recap**

Drag Bingo

September 18th- Oaklands Presbyterian Church

4. **Pride Event Planning Update**

- Sponsors
- Vendors- Hold Harmless Agreements
- Food Vendors- Hold Harmless Agreements and Certificate of Liability Insurance
- Performers- Hold Harmless Agreements and Participant Waiver Forms
- Entertainment Schedule

5. **New Business**

- Photo Booth Sponsor/Vendor

6. Adjourn

Pride Day Celebration Planning Committee

Attendance/Voting Record

Tuesday, September 22, 2026
6:30 PM

Virtual Zoom Meeting

Start Time: 6:32 PM End Time: 7:32 PM Public in Attendance: 0

Attendance/Roll Call

absent Dana Cunningham ✓ Amy Dunham ✓ Jennifer Bronson

absent Michelle Keating ✓ Amy Knox ✓ Alvin Smith

✓ Chairman James Kole (Councilman)

Agenda Item No. 2- Approval of Minutes- August 11, 2026 Meeting and September 8, 2026 Meeting

absent Dana Cunningham yes Amy Dunham yes Jennifer Bronson

absent Michelle Keating yes Amy Knox yes Alvin Smith

yes Chairman James Kole (Councilman)

Agenda Item No. 5- New Business- Approval of 360° Photo Booth Vendor for Pride Day Event and Kappoo Kids- Vendor for Pride Day Event

absent Dana Cunningham 1st Amy Dunham yes Jennifer Bronson

absent Michelle Keating yes Amy Knox 2nd Alvin Smith

yes Chairman James Kole (Councilman)

Agenda Item No. 5.5- New Business- Allocation of Funding for MC's Transportation to Event- \$75

absent Dana Cunningham 1st Amy Dunham yes Jennifer Bronson

absent Michelle Keating yes Amy Knox 2nd Alvin Smith

yes Chairman James Kole (Councilman)