

Special Events Committee Meeting Minutes
151 Martin Street, Conference Rooms 202 & 203
December 13, 2024, at 8:30am

Z. Kay called the meeting to order at 8:35 a.m.

In Attendance: R. Astrein, D. Fehan, B. Hussey, Z. Kay, D. Lilley

Staff: E. Bassett, J. Brook

Guests: None

Absent: K. Cummings, S. Lipari

Approval of Minutes: Motion by Fehan seconded by Lilley to approve the minutes dated November 8, 2024. All ayes. Motion approved.

Public Comment: None

Santa Walk Wrap-Up

The Committee discussed Santa Walk and how the weather affected attendance. Even with lower attendance than anticipated, it is becoming challenging to keep everyone on the sidewalk. The group brainstormed about other options for next year, which could include some street closures, changing the walking route, or holding the entire event in Shain Park with no walk around the park. There will be further discussion at future meetings.

Winter Markt Wrap-Up

Brook shared that Winter Markt vendors were pleased with the event. However, there were some challenges with set-up and she suggests requesting an extra day of street closures for the 2025 event so that set-up does not feel so rushed and there is time for appropriate walk-thrus before vendors arrive.

Lilley reported that his great nieces were a part of the young entrepreneurs' tent and that they had a very positive experience and would like to be back next year.

Brook and Bassett will be meeting with the tent provider for a wrap-up meeting and to discuss future events. The 5-year contract with Wahl Tents just finished as has the contract with Sunbelt. Therefore, new contracts will be needed.

BRRmingham Blast

Brook reported that she is working to secure food trucks for the BRRmingham Blast event. She will be looking to add one or two more than last year. The zipline and other activities are all booked.

Meeting adjourned at 10:05 a.m.

NEXT MEETING: Friday, January 10, 2025, at 8:30 a.m.