Town of Sturbridge

*Special Events Committee*

**Meeting Minutes**

 Tuesday, October 24, 2023 – 5:30 p.m.

**Members Present**:
Lisa Beaudin, Chair
Kerry Carey

Mary Dowling

John Rice

Sandra Nasto

**Absent:**

**Staff Present**:

Terry Masterson, Economic Development/Tourism Coordinator

**Meeting Open**

Lisa Beaudin opened the meeting at 5:36 and welcomed everyone.

**Minutes**

Acceptance of Meeting Minutes for September 26, 2023

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|  **Motion** | **To Accept Minutes for September 26, 2023** |
| Moved and Seconded: | BY: S Nasto Second: J Rice |
| Vote:  | YES: Nasto, Carey, Rice, Beaudin, Dowling  |
| Outcome:: | Approved 5-0 |

**Discussion of SEC FY 2025 Budget**

There was general discussion about the size and curriculum for the SEC FY25 budget. Lisa stated that the SEC Budget will continue to fund parts of the annual Home of the Brave Race. Mary agreed and explained that the Recreation Department is well programmed at the present time. Kerry asked if the July Tree.1 Run for Fun will be held again and would there be any budget demands from that. John replied that the race collects approximately $11,000 in revenues and operating costs of $6,000 to $7,000. Lisa inquired if the SEC could earmark $1,000 to apply toward the Tree.1 Run for Fun Race. and $2500 towards the Home of the Brave Race. There was consensus and agreement on these budget items.

Lisa proposed a FY2025 SEC Budget as follows:

 **Total: $6500**

 HOTB Race $2500

Tree.1 Run for Fun $1000

 New Event TBD $3000

**Motion to Budget for FY2025**

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|  **Motion** | **To request $6500 from the Betterment Committee for inclusion into the FY2025 Budget.** |
| Moved and Seconded: | BY: L Beaudin Second: M Dowling |
| Vote:  | YES: Nasto, Carey, Rice, Beaudin, Dowling  |
| Outcome:: | Approved 5-0 |

**Update of November 11 HOTB Race**

John updated the SEC on HOTB race preparations:

1. Lawn signs are being positioned in town locations.
2. John and Sandra have worked on fundraising letters.
3. Inflatable fun items will be borrowed from the Tree.1 race
4. DJ Pooh will be providing music during the race.
5. 80 have registered so far

**Budget Expenditure Motion**

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|  **Motion** | **To Pay Slim’s Sewer Services $430 for HOTB Race services after the race is completed.** |
| Moved and Seconded: | BY: L Beaudin Second: S Nasto |
| Vote:  | YES: Nasto, Carey, Rice, Beaudin, Dowling  |
| Outcome:: | Approved 5-0 |

**Discussion of New Event**

Kerry reviewed with the SEC the various elements to address planning for a new event. These include:

 Venue and Location

 Date - Potential Saturday night March 16th or March 2nd or 9th

 Hours – 7pm to 11pm

 Dancing and Music DJ - DJ Pooh or Mary can suggest others

 Sites – Barn – Publick House - OSV

 Food - Appetizers

 Event Title – Mix N Mingle or Sturbridge Stir and Swizzle or Sip N Swing or Slip N Slide

 Next Steps:

* Sandra to contact Publick House
* Lisa to contact OSV
* Kerry to call venues for pricing

**Discussion of SEC Composition**

Mary and Lisa discussed their conversation with Town Admin Robin Grimm about the membership composition of the SEC. Robin and the Selectman will consider this potential. Mary noted that increasing the size of a committee or a board would make it harder to achieve a quorum for meetings.

**Next Meeting**

It was agreed that the next meeting of the SEC would be Tuesday, November 14, 2023 at 5:30PM.

**Adjournment**

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| **Motion:** | **To Adjourn. At 6:42 pm** |
|  | BY: M Dowling SECOND: L Beaudin |
| Vote Record: | Yes: Beaudin, Carey, Dowling, Rice , Nasto  |
| Outcome: | Approved 5-0 |