

**THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 16<sup>th</sup> DAY OF DECEMBER 2024, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:**

Lori Van Alstine, Chair  
Keith Crandall, Committee Member/Council Member Place 4  
Kathy Daum, Committee Member  
Sean Stenovitch, Committee Member

*Committee Members Absent:*

Margie Arens, Committee Member/Council Member Place 5  
Donna Baumgarner, Committee Member  
Randy Van Alstine, Committee Member

*Town Staff Present:*

Andrea Carpenter, Deputy Town Secretary  
Kirk Riggs, Chief of Police/Acting Town Administrator

**A. CALL MEETING TO ORDER**

Chair Van Alstine called the meeting to order at 5:07 p.m.

**B. PLEDGE OF ALLEGIANCE**

Chair Van Alstine led the Pledge of Allegiance.

**C. PUBLIC PARTICIPATION**

*If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins.*

There was none.

**D. REGULAR ITEMS**

**1. Discuss and consider approval of the December 3, 2024 meeting minutes.**

Motion made by Committee Member Crandall, seconded by Committee Member Daum, to approve the December 3, 2024 meeting minutes as presented. Motion carried unanimously.

**2. Recap discussion of the Christmas tree lighting celebration.**

The Committee members discussed what went well at the event, as well as opportunities to do things differently next year.

**3. Discuss the date and process for disassembling the Christmas tree.**

The Committee members decided that the Christmas tree will be disassembled on January 4, 2025, at 9:30 a.m. The necessity of volunteers and a lift were discussed.

**4. Consider the first meeting date and event date for the 2025 Memorial Day Celebration.**

The Committee members considered re-naming the event ‘Bartonville Spirit Day,’ and decided that the celebration would be held Saturday May 17, 2025, from 2-6 p.m. The first meeting to discuss the event will be scheduled for Tuesday February 4, 2025, at 5:00 p.m.

**E. ADJOURNMENT**

Chair Van Alstine adjourned the meeting at 5:45 p.m.

**APPROVED this the 4<sup>th</sup> day of February 2025.**

APPROVED:

ATTEST:

\_\_\_\_\_  
Lori Van Alstine, Chair

\_\_\_\_\_  
Andrea Carpenter, Deputy Town Secretary