

**THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 1ST DAY OF DECEMBER 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:**

Lori Van Alstine, Chair  
Kathy Daum, Vice Chair  
Margie Arens, Committee Member/Council Member Place 5  
Keith Crandall, Committee Member/Council Member Place 4  
Randy Van Alstine, Committee Member  
Donna Baumgarner, Committee Member  
Stephanie Phillips, Committee Member

*Town Staff Present:*

Kirk Riggs, Town Administrator  
Shannon Montgomery, Town Secretary

**A. CALL MEETING TO ORDER**

Chair Van Alstine called the meeting to order at 5:00 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 November 3, 2025 meeting minutes.**

Motion made by Committee Member Daum, seconded by Committee Member Baumgarner, to approve the November 3, 2025 meeting minutes as presented. Motion carried unanimously.

**2. Discussion of Christmas Tree Lighting celebration.**

The Committee Members recapped the timeline for setup and the event. Staff stated they would contact the electrician to confirm no power outages on the night of the event.

**3. Schedule next meeting.**

The Committee confirmed that the tree take down would be Saturday, January 3 from 10 am until Noon. Staff will post a Notice of Possible Quorum.

**E. ADJOURNMENT**

Chair Van Alstine adjourned the meeting at 5:39 p.m.

**APPROVED this the 25th day of March 2026.**

APPROVED:

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Lori Van Alstine,  
Chair

**ATTEST:**

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Shannon Montgomery, TRMC  
Town Secretary

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