

**THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 10<sup>th</sup> DAY OF SEPTEMBER 2024, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:**

Margie Arens, Committee Member/Council Member Place 5  
Keith Crandall, Committee Member/Council Member Place 4  
Lori Van Alstine, Committee Member  
Randy Van Alstine, Chair

*Committee Member Absent:*

Brenda Brown, Committee Member  
Sean Stenovitch, Committee Member

*Town Staff Present:*

Thad Chambers, Town Administrator  
Andrea Carpenter, Deputy 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.*

Donna Baumgarner and Kathy Daum, future Committee members to be appointed October 1, 2024, were present and participated in the discussion as members of the public.

**D. REGULAR ITEMS**

**1. Discuss and consider approval of the June 19, 2024 meeting minutes.**

Motion made by Committee Member Crandall, seconded by Committee Member Arens to approve the June 19, 2024 meeting minutes as presented. Motion carried unanimously.

**2. Discussion of meeting schedule through the end of the calendar year.**

The Committee scheduled the next meeting to take place after the new Committee members were to be appointed, and the nomination of a new chair at said meeting was discussed.

**3. Discussion of Christmas tree lighting celebration.**

The Committee decided on dates for the event and the tree set up, which are both to take place at Town Hall. Blocking off the street and hiring porta potties were considered, but no final decision was made. Members considered elements of the celebration, including hiring a Santa, refreshments, music, and additional decorations. Marketing for the event was discussed, and it was decided that a design for banners and small signs would be created.

**E. ADJOURNMENT**

Randy Van Alstine adjourned the meeting at 5:35 p.m.

**APPROVED this the 8th day of October 2024.**

APPROVED:

ATTEST:

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Randy Van Alstine, Chair

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Andrea Carpenter, Deputy Town Secretary