



Town of Lake Park, Florida

Centennial Celebration Committee Meeting Minutes

Tuesday, March 07, 2023 at 6:30 PM

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

John Linden	—	Commissioner/Chair
Roger Michaud	—	Commissioner
Mary Beth Taylor	—	Commissioner
Evelyn Harris Clark	—	Vice Chair
Patricia Leduc	—	Committee Member
Beth Motschenbacher	—	Committee Member
John D'Agostino	—	Town Manager
Riunite Franks	—	Special Events Director
Vivian Mendez, MMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Centennial Celebration Committee, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

6:34 P.M.

PRESENT

Commissioner Roger Michaud

Commissioner Mary-Beth Taylor

Board Member Evelyn Harris Clark

Board Member Patricia Leduc

Board Member Beth Motschenbacher

ABSENT

Commissioner/Chair John Linden

PLEDGE OF ALLEGIANCE

Vice-Chair Harris Clark

CONSENT AGENDA:

1. Centennial Celebration Committee Meeting Minutes - February 21, 2023

Motion made to approve the Consent Agenda by Commissioner Michaud, Seconded by Board Member Leduc.

Voting Yea: Commissioner Taylor, Board Member Harris Clark, Board Member Motschenbacher

NEW BUSINESS:

2. Harry S. Kelsey Birthday Celebration Update.

Commissioner Michaud asked if the flyer changed as a result of the Public Comment that was stated at the last Commission Meeting. Special Events Director Franks explained that the banner hanging around Town features the founder's picture as was requested by the person who made the public comment. She stated that the flyers would not change at this point. She explained what the comment was and how it was being addressed.

Committee Member Motschenbacher asked if the catering would be sufficient. Special Events Director Franks explained that the Town was preparing for 100 people. The Town has only received 17 RSVP's to the event. Committee Member Motschenbacher asked if the Kelsey family was expected at this event. Special Events Director Franks stated that no one from the list provided by the Historic Society have responded to any of the invitations.

Commissioner Taylor asked who was being assigned to be on the trolley or at the Evergreen House. Special Events Director Franks explained that it was up to the Committee Member as to where they want to be during the events. She stated that she would be at the Evergreen House preparing for the celebration.

Vice-Chair Harris Clark asked what was the program for the event. Special Events Director Franks stated that the Historic Society would create the program.

3. Centennial Celebration Sponsorship Update.

Special Events Director Franks provided an update. The Town has received a total of \$21,250 in sponsorships. Committee Member Leduc asked how additional sponsorships could be secured.

She asked if staff could reach out to vendors. Special Events Director Franks stated that they would not send out request for the usual yearly events. She stated that she would send out a letter to vendors request sponsorships for Centennial events instead.

Vice-Chair Harris Clark asked when would that letter be sent to the vendors. Special Events Director Franks stated that the email/letter would be sent this Friday.

Vice-Chair Harris Clark asked when would the Centennial banners would be placed up. Special Events Director Franks explained that the banner have not been printed yet. She explained the workload and staff was unable to keep up due to the extra Centennial meetings. The topic of going back to one meeting a month would be addressed at the next meeting.

Vice-Chair Harris Clark asked if the Committee Members could team up and go around to vendors to get more sponsorship. Committee Member Leduc explained that it would violate the Sunshine Law.

4. Centennial Historical Homes Tour Update.

Special Events Director Franks provided an update. Vice-Chair Harris Clark asked for an update on the Historic Home sign. Special Events Director Franks explained that Commissioner Linden and Dianne Sophinos had designed the signs and the Town has been invoiced for the signs.

Commissioner Taylor stated that she had an updated list of Historic Homes in Town. The Committee would divide the list up and would visit the homes to find out if they would be willing to have the signs placed outside of the homes.

5. Centennial Easter Eggstravaganza Update

Special Events Director Franks provided an update. She explained that they are still looking for someone to dress as the Easter Bunny. The Committee discussed the setup of the event. Special Events Director Franks explained that they would have three face painting vendors at the event.

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

None

COMMITTEE MEMBER COMMENTS:

Committee Member Leduc stated that the Battle of the Badges was a nice event. She said that the rock climbing wall was a big hit. Special Events Director Franks stated that there were many more children that attended. She stated that not many people sat to watch the Kickball game. She stated that last year there were many more families that attended.

Committee Member Motschenbacher suggested that Special Events Director Franks send a sponsorship request to the Palm Beach Chamber. She would craft the letter for her.

Vice-Chair Harris Clark stated that she enjoyed the event. She thanked staff for all their efforts.

ADJOURNMENT:

7:30 P.M.

Motion made to adjourn by Commissioner Michaud, Seconded by Board Member Leduc.

Voting Yea: Commissioner Michaud, Commissioner Taylor, Board Member Harris Clark, Board Member Motschenbacher

FUTURE MEETING DATE: The next scheduled Centennial Celebration Committee will be conducted on March 21, 2023.