

# HCCE SPECIAL MEETING MINUTES

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November 18, 2024, 6:07 pm

Meeting location: Upper Town Hall

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Type of Meeting: Special Meeting

Members Present: Kathy Camp Burke

President:

Kelly Bridges, Olga Briseno

Vice President:

Liaisons Present: Alex Robertson

Financial Secretary:

Secretary: Carol Parker

**Liaison Report** - Alex Robertson will secure Town employees to oversee main events. Income from events will be reported from the HCCE Treasurer on Variance Reports.

## **Committee Reports–**

- Santa Parade: Chairperson -Sandy McKnight

1. Approved Hot Diggity Dawg as vendor for Santa in the Park event at Main Square (includes text message approvals).
  2. Approval required for back-up hot chocolate, 2-3 lbs.coffee, marshmallows, cream, sugar, packaged cookies
  3. Biggby to donate some free hot chocolate and coffee
  4. Approval required for \$100 Honorarium for 'Harmony Handbells' at Santa Parade Gazebo.
  5. Presents to be wrapped at Town Hall Wed. 1:00 pm for HCCE parade entry. Wrapping paper needed.
  6. Coffee prepared by Kelly. Hot water jugs for hot chocolate provided by Kathy and Carol. Carol will bring a heater for the trailer
  7. Sandy will provide signs for the trailer, "Coffee and Hot Chocolate Complements of Biggby Coffee", and "Cookies Complements of HCCE"
  8. Bring extra Christmas decorations for trailer
  9. Committee members meet at MainSquare Nov. 30, 1:30 pm, Key Club meet at 3:00 pm.
  - 10.Sandy TBA HCCE parade entry volunteers
- Christmas Tree Competition - Chairperson, Carol Parker - Redesigned voting sign to include Dec. 30, 2025 vote tally and 1 vote/person/business.

## **Old Business**

- Contracts to be reviewed - Kelly will provide some samples

- HCCE Bylaws to be updated

**Next Meeting** - December 4, 2024, 6:00 pm

**Adjournment** - 7:25 pm

Prepared by Carol Parker 11-30-24

HCCE Secretary