



MINUTES

City of Oak Grove **Special** Steering Committee Meeting
Thursday, February 8, 2024, at 9:00 a.m.
Oak Grove City Hall – Council Chambers
8505 Pembroke Oak Grove Rd.
Oak Grove, Kentucky 42262

The Oak Grove Steering Committee met in a special session on February 8, 2024, at 9:00 am. Chairperson Theresa Jarvis, Committee Member Janet Edwards, Committee Member Edward Cook, Committee Member Traci Cunningham, and Committee Member Roger Joiner were present. Committee Member Jean Leavell and Committee Member Shelley Hawkins were absent. Community Center Director Melissa Lynch, and City Clerk Lorelynn Fisher were also present for the meeting.

CALL TO ORDER

Chairperson Theresa Jarvis called the meeting to order at 9:00 am.

APPROVAL OF STEERING COMMITTEE MINUTES

Committee Member Janet Edwards made a motion to accept the minutes from January 18, 2024. Committee Member Edward Cook seconded the motion. There was no discussion. A voice vote was taken with all members present in favor; the motion passed.

AGENDA

1. Time Capsule review: Committee Member Roger Joiner brought in a box (he is donating it) that can be used for the time capsule and all the committee members approved of it. Discussion amongst the committee was held including who is allowed to put items in the time capsule. The committee agreed it should be businesses and organizations within the city. Director Cunningham was tasked with creating a trifold pamphlet with the history of Oak Grove to give out to all businesses within the city.
2. Ceremonial Ideas: Director Cunningham provided the committee with a letter giving ideas for different events for the 50th anniversary of the city. These ideas included a birthday concert/festival, time travel-themed event, citywide picnic, memorial lane exhibition, commemorative merchandise, historical bus tour, luncheon with former city officials, and the planting of the time capsule at the Community Center in the roundabout. Committee Member Edward Cook and Committee Member Roger Joiner also provided ideas.
3. Fundraising: Committee Member Janet Edwards reached out to the City Attorney for answers regarding fundraising. The City Attorney is looking into this and will get back to Edwards before the next meeting. The committee discussed donations, the city's copyrights, grants, and the possibility of including a line item for donations/festivities in the FY 2024-2025 budget.

4. Follow-up discussion on research: Chairperson Theresa Jarvis provided the committee with a list she created with the help of Committee Member Jean Leavell of all past and present Mayors, City Council, Judges, and Magistrates. The committee went on to discuss previous research.

ANNOUNCEMENTS

The next Steering Committee Special Meeting is scheduled for March 15, 2024, at 9:00 a.m.

ADJOURNMENT

Committee Member Janet Edwards made a motion to adjourn. Committee Member Traci Cunningham seconded the motion. There was no discussion. A voice vote was taken with all in favor; the motion passed. This meeting was adjourned at approximately 10:00 a.m.

APPROVED BY:

Theresa Jarvis
Chairperson, Steering Committee

Date

ATTEST:

Lorelynn Fisher, CMC
City Clerk

Date

DRAFT