



## **MINUTES**

City of Oak Grove Special Steering Committee Meeting  
Tuesday, July 30<sup>th</sup>, 2024, at 9:30 a.m.  
Oak Grove City Hall – Council Chambers  
8505 Pembroke Oak Grove Rd.  
Oak Grove, Kentucky 42262

The Oak Grove Steering Committee met in special session on Tuesday, July 30<sup>th</sup>, 2024.

### **CALL TO ORDER**

Vice Chairperson Melissa Lynch called the meeting to order at 9:30 a.m.

### **ROLL CALL**

Chairperson Theresa Jarvis, Vice Chairperson Melissa Lynch, Committee member Janet Edwards, and Committee member Traci Cunningham were present. Committee member Roger Joiner, and Committee member Jean Leavell were absent. Mayor Jackie Oliver and Police Chief Dennis Cunningham were present for a small portion of this meeting. There were no citizens present.

### **CHAIRWOMAN STEPS DOWN/ELECTION OF NEW CHAIRWOMAN**

Chairperson/Committee member Theresa Jarvis made a motion to elect Vice Chairperson/Committee member Melissa Lynch as the new Chairperson of the Steering Committee. The motion was seconded by Committee member Traci Cunningham. There was minimal discussion. A voice vote was conducted with all members present in favor, allowing the motion to pass.

### **APPROVAL OF STEERING COMMITTEE MINUTES**

Committee member Janet Edwards made a motion to approve the July 8<sup>th</sup>, 2024, Steering Committee Special meeting minutes. Chairperson Melissa Lynch seconded the motion. A voice vote was conducted with all members present in favor, allowing the motion to pass.

### **UNFINISHED BUSINESS**

n/a

### **NEW BUSINESS**

Oak Grove 50<sup>th</sup> Anniversary Celebration – Informational Review

Dinner Details Reviewed – (September 21, 2024)

- Chairperson Melissa Lynch prepared a cost (estimation) review and shared with the Committee.
- Committee member Traci Cunningham will oversee the “longevity award”. Chairperson Melissa Lynch to provide vintage pictures.
- Committee member Janet Edwards to send the Deputy City Clerk, Lisa L Beckman, a flyer to post on city website, city fb page, and Steering Committee fb page.
- Chairperson Melissa Lynch to create and distribute the programs for the event.
- Committee member Traci Cunningham to arrange the seating for the dinner.
- Publix store to make the 50<sup>th</sup> Anniversary cake.
- Chairperson Melissa Lynch said she would like to see upscale plastic ware to be used for dinner.
- Chairperson Melissa Lynch to create Promotional flyers for the 50<sup>th</sup> Anniversary and get to Deputy City Clerk, Lisa L Beckman to post accordingly.
- The Oak Grove special drink will be called the “Monarch”.
- It was mentioned by Committee that special dignitaries get a city coin/50<sup>th</sup> Anniversary, that handbags with city businesses items to be handed out to dignitaries, etc.\
- The dinner is a 70’s theme.
- Committee member Traci Cunningham will investigate a Caricature Artist. It was also mentioned that she might try to contact the same artist that had done a mural at Valor Hall.

**ANNOUNCEMENTS**

- Mayor Jackie Oliver to personally pay for the 50<sup>th</sup> Anniversary coins for this special event. The front side will have the city emblem, with the 50<sup>th</sup> Anniversary on the back side of coin. The Committee gave thanks to Mayor Oliver for her generous contribution.
- Next Steering Committee Special Meeting is scheduled for August 15th, 2024, at 9:30 a.m.

**ADJOURNMENT**

Chairperson Melissa Lynch made a motion to adjourn. The motion was seconded by Committee member Theresa Jarvis. No discussion was held. A voice vote was conducted with all members present in favor, allowing the motion to pass. This meeting was adjourned at 10:45 a.m.

**APPROVED BY:**

\_\_\_\_\_  
Melissa Lynch  
Chairperson, Steering Committee

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Lisa L Beckman  
Deputy City Clerk

\_\_\_\_\_  
Date