



Belville Parks and Recreation Board Meeting Minutes November 12, 2025

Belville Parks & Recreation Board Members Present:

Vince Matthews, Chairman
Rana LaBrunda, Vice Chairman
Dr. Mark Wilde-Ramsing, Member
Stacy Mitchell, Member
Brooks Rockwell, Member

Members Absent

None

Staff:

Athina Williams, Town Manager
Ian McLeod, Event and Outreach Coordinator
Brenda Hewlett, Secretary
Greg Bannerman, Grounds Maintenance Technician
Randy Collins, Grounds Maintenance Technician

Staff Absent:

None

Items - 1 AND 2 - CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Vince Matthews called the November 12, 2025, Belville Parks & Recreation Board Meeting to order at 6:15. p.m. A quorum was present.

Item # 3 – APPROVAL OF AGENDA

ACTION – Member Stacy Mitchell **MADE THE MOTION** to approve the agenda. **VOTE WAS UNANIMOUS.**

Item # 4– APPROVAL OF MINUTES

ACTION – Member Dr. Mark Wilde-Ramsing **MADE THE MOTION** to approve the Belville Parks and Recreation Board Regular Meeting Minutes from October 8, 2025. **VOTE WAS UNANIMOUS.**

Item # 5- UNFINISHED BUSINESS

a. BELVILLE RIVERWALK PARK UPDATE

1. Grounds maintenance Technician Greg Bannerman stated that on Wednesday or Thursday a path was cut for Phase 11 section of the Riverwalk Extension. Broken tree limbs were found rotten, and several trees were cut down and hauled away. Several broken fence railings were repaired. Flowerpots were raised so that the plants would not be destroyed by animals. It was decided to 1. Issue a warning and 2. Issue a citation by the Town Manager if necessary. The Veteran's Memorial Extension has been cleaned out and cleared of brush. The idea of a Veteran's Story Board was discussed. The board would highlight a different Veteran every month.
2. **DATE ON STORM RECOVERY/PARK REPAIR**

Cape Fear Engineering did work on Pier and Observation Deck and stated that they need to replace a couple of pilings. The Story Boards in the park will be replaced this week.

Item # 6- NEW BUSINESS

a. UPCOMING EVENTS

1. Event and Outreach Coordinator Ian McLeod informed the board that the date for the 2nd Annual Golf Tournament Will be Monday, November 17, 2025. There are 26 teams. There are no more sponsorships. Raffles have been secured, and we would like more raffles. All hands-on deck for the event. Registration begins at 8:30 am and the



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- shotgun starts at 10:00 am. There will be box lunches for \$15.00. Town Manager Athia Williams stated that there will be a fashion show
2. Event and Outreach Coordinator Ian McLeod reported on September 19th Movie Night. There were about 75 people attending. Kona Ice was the only Food Truck. Pirates of the Caribbean was shown. The Summer movie series will continue next year.
 3. Event and Outreach Coordinator Ian McLeod informed the board that the Fall Festival was the biggest yet. We had 60 vendors and several food trucks. The Hood's Creek Band was great entertainment. There were over 3,000 people shopping. The weather was perfect. Signs had been placed on Highway 133 to warn motorists that an event was going on and to slow down. The Brunswick County Sheriff's Office directed traffic. The weather was perfect. Ian stated that he has changed the way vendors unload, and it is working well and received many compliments on the event. The inflatables were donated to us. Acting Mayor Chuck Bost commended everyone working the event. He stated that there were happy people and children, and many great comments on the pie eating contest.
 4. Event and Outreach Coordinator Ian McLeod relate to the Board that the Charity Golf Tournament will be held on October 27th. There are 13 teams signed up, and we are still looking for teams and sponsors. The Rain date is November 17th. Brunswick Beer and Cider is a sponsor and will provide lunch for the teams. Nothing Bundt Cakes will provide cakes. There will be a long drive, a par 5, and Ian is working on a heckling hole. Town Manager Athina Williams asked for raffle items and stated everyone has been working hard. Ian stated that Shotgun starts at 10:00 am and Registration begins 8:00. The Brunswick Big Band will play during lunch. Cumulus Broadcasting has partnered with us, and goody bags will be provided to the players. All proceeds will go to Belville Elementary School.
 5. Event and Outreach Coordinator Ian McLeod stated that Trunk or Treat will be on October 24, 2025, from 5-7pm. The rain date is October 25th. We have 8 vehicles signed up so far and 3 food trucks. We need donations of candy. Ian has purchased a 12-foot skeleton, a 7 1/2-foot skeleton and 1 arch for the event. Mr. Twister will participate. We have traffic control and the school parking lot.

b. Discussion/or Recommendations to the Board of Commissioners

1. Outreach and Event Coordinator Ian McLeod would like to ask to make a special Event Application for events that we would not normally allow, like alcohol or a cigar bar. Town Manager Athina Williams has the authority to do this already. This will be tabled for now.

ITEM # 7- OTHER ITEMS AND REPORTS

Vice-Chairman Rana LaBrunda thanked everyone for working with the carnival and having great prizes. She thanked Ian for having people relieve the workers for a break. She has a lady named Lorraine that is looking to help with creating a volunteer list and being the Volunteer Group Coordinator. Town Manager Athina Williams stated that volunteers need to sign a waiver and that Rana saved the Town of Belville a lot of money on prizes. The Town Manager gave a Fall Festival financial report. She stated that the Carnival had \$1,184.00 in sales. The Raffle had \$93.00 in sales and a \$10.00 donation. The 50/50 raffle made \$270.00 for the town. Belville merchandise sold was \$20.00. Ms. Williams reminded the group that November 4-11, 2025, is Operation Green Light.

Outreach and Event Coordinator Ian McLeod stated that he would begin putting Halloween light up on Monday. He stated that the Christmas Movie has been cancelled. The Christmas Craft Fair will be on December 13th. The Tree Lighting will take place from 5-7 pm. We are looking for a radio station to play all Christmas Music. We have Santa for 2 hours that morning. He also stated that the Veteran's Day Event will be on November 11th from 11:00 am until 4:00 pm. Leland VFW 12196 will manage the event. Ian asked for volunteers for "Glow Night". They will need to put out lights and run registration.

ITEM # 8- ADJOURNMENT

ACTION –Chairman Vince Matthews adjourned the meeting at 7:22 p.m.

Minutes compiled by Brenda K. Hewlett



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Meeting Minutes
November 12, 2025**

SIGNED:

Vince Matthews, Vice-Chairman

ATTEST:

Brenda K. Hewlett, Secretary