

**Pelham SUMMERfest Committee  
Meeting Notes  
May 25, 2011, Council Chambers**

Members Present: Bea Clark, John Wink, Todd Barber, Councillor Gary Accursi  
 Business Reps: Leigh Atherton, David Watt (Zest), Paul Roode (Indulgence)  
 Cathy Berkhout Bosse (Tiger eye solutions)  
 Town Staff: Vickie vanRavenswaay, Manager of Community Services, Katie Thorpe, Community Services Coordinator,  
 Regrets: Councillor Catharine King

Agenda Item	Discussion	Person Responsible, Action and Due Date
Welcome	Vickie welcomed everyone to the meeting.	
Additions to the Agenda		
Adoption of Minutes of May 18, 2011	Moved by Todd Barber, Seconded by John Wink The minutes were adopted as circulated.	
Business Arising from Minutes	<ul style="list-style-type: none"> <li>• Sobey's Sponsorship – Gary Accursi reported that Sobeys will commit to \$2,500.00 Ron could not justify anything more, he has many sponsorship requests and decided to also donate \$2,500.00 toward E.L.Crossley score clock.</li> <li>• Cathy has sent sponsorship letters to Contractors from Pelham Street and other contacts from mypelhamca.</li> <li>• Busker Contact – David Watt will get info regarding possibilities and costs</li> </ul>	<ul style="list-style-type: none"> <li>• Cathy will circulate sponsorship contact list and members will notify her who they will be calling for follow up.</li> </ul>
Unfinished Business	<ul style="list-style-type: none"> <li>• Bryan Caporicci Photography proposal was discussed. It was decided that Bryan should be approached to see if he would change his proposal to include on site photographs with less videos.</li> <li>• Sun Media – package – additional information will be provided next week.</li> </ul>	<ul style="list-style-type: none"> <li>• Cathy will speak to Bryan Caporicci regarding proposal</li> <li>• Sun Media Package Cathy will forward further information next</li> </ul>

	<ul style="list-style-type: none"> <li>• Astra Media will be meeting with Cathy regarding advertising on radio stations. The River, 105.7 and 610</li> <li>• Vickie reported Beer Corral Meeting with A.G.C.O. is scheduled for 6:30pm this evening.</li> <li>• Todd Reported he had met with Fonthill Lumber regarding sponsorship for materials and the Beer Corral enclosure. He is hoping to have an answer by Friday.</li> </ul>	<p>meeting</p> <ul style="list-style-type: none"> <li>• Cathy will meet with Astra Media and report back at next meeting.</li> </ul>
Activity Updates	<ul style="list-style-type: none"> <li>• PATC – Bea reported State Farm, Goods Sports will sponsor PATC activities, Bruce Trail Club, Free Wheelers will have displays.</li> <li>• PBA – John wanted to make sure contracts were signed for Jump &amp; Bounce</li> <li>• Beautification Committee – Todd reviewed festival layout.</li> <li>• Youth Activities – (Peace Park) – Katie and Vickie informed the Committee MYAC will host AMP Fest and other youth activities – possible children’s programs could also be in the peace park. Non profit organizations could fill out an entertainment application and submit for participation.</li> <li>• Entertainment – Gary will have entertainment firmed up by next week.</li> </ul>	<ul style="list-style-type: none"> <li>• Vickie will send Jump and bounce contracts in.</li> </ul>
Work Plan Schedules	<p>Bea offered to develop a work sheet and forward to other members for use.</p>	
Other Business	<p>Insurance – Leigh informed the Committee that all vendors would require \$2m dollar insurance coverage naming the Town of Pelham coinsured. Friends of the Festival – David suggested for further sponsorship to</p>	

	offer Friends of the Festival.	
Next Meeting	June 1/11 6:30pm	