

**Pelham Summerfest 2017 Committee Meeting
April 12, 2017 – Council Chambers 5:30 pm**

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> • Welcome – John Wink, Pelham Business Association • Councillor Gary Accursi • Bill Gibson, PATC • Candy Ashbee, PBA • Michelle Stewart, Pelham Resident • Matthew Leask, Welland/Pelham Chamber of Commerce • Sofia Labricciosa, MYAC • Vickie vanRavenswaay, Director of Recreation, Culture & Wellness • Sally Jaeger, Special Events & Festivals Programmer • Jodi Hendriks, Culture & Community Enhancement Programmer 	<p>In Attendance:</p> <p>Sally Jaeger Vickie vanRavenswaay Jodi Hendriks John Wink Gary Accursi Bill Gibson Candy Ashbee Sofia Labricciosa Michelle Stewart (arrived at 6pm)</p> <p>Regrets:</p>	
<p>1. Additions to the Agenda</p>	<p>Weekly meetings Road Closures Entertainment update</p>	
<p>2. Adoption of Agenda</p>	<p>Motion to Accept Agenda as Adopted Moved by: Bill Gibson Seconded by: Candy Ashbee CARRIED</p>	
<p>3. Approval of Minutes – March 22, 2017</p>	<p>Motion to Accept Minutes of March 22, 2017 as Circulated Moved by: Candy Ashbee</p>	<p>Rachel to forward to the clerk</p>

	Seconded by: Bill Gibson CARRIED	
4. Sponsorship Update - Michelle	\$13,000 to date	
5. Sunday Breakfast - Matt	Discussion on renting equipment	Gary and Matt to have more details next meeting
6. Car Show – Bill Gibson	Bill provided an update, reviewed car show flyer, pre-registration up and running on the website Frames for car show posters	Vickie to find out about parking area behind MyPlace Gary to look into frames
7. Vendor Update – Jodi	Motion to accept orange vendors with the exception of Scentsy Independent consultant Moved by: Michelle Stewart Seconded by: Candy Ashbee CARRIED	Committee to review other vendors, Jodi to send out spreadsheet with full listing
8. Media, Promotion & Website	Reviewed meeting with Nik App is still in the app stores Greg Frewin theater tickets?? Vineland Estates Promotion – free wine tasting with downloading the app New Marketing Specialist	Staff to give Nik the go ahead Gary to send entertainment information to Candy to update the app Staff to follow up Staff to invite Marc to next meeting
9. Youth Sub-committee – John	Suggestions included teen lounge – gaming, chess tournament Activities in skatepark Sat afternoon, garage bands 5-9pm	

	<p>Scavenger hunt in MSSP Open mic/ karaoke Dodgeball, volleyball</p> <p>Subcommittee members to bring feedback from peers to next meeting</p> <p>Additional security, logistics - need to discuss budget</p> <p>MYAC – subcommittee to join with youth sub committee 3 on 3 basketball tournament Glow in the dark dodgeball game</p>	<p>MYAC rep to be invited to youth sub committee meeting Tues April 18 4pm</p>
10. Special Events Trailer Wrap/Transit Sponsorship Opportunity	Deferred	
11. Pelham Business Workshop	<p>Janice & Robin marketing company in St Catharines Mary Lou Hilliard Prior to May 15th</p>	Staff to bring information back next meeting
12. Beer & Wine Suppliers	<p>Wine quotes have been sent out Beer survey not effective, discussion on craft vs mainstream beer - Committee agreed that both should be provided as a pilot project, send out informal quotations for craft and domestic beer</p>	Sally to work with Mara
13. Other Business: Road Closures	Gary updated committee on the entertainment line up	

<p>Entertainment</p>	<p>Motion to Accept Entertainment Fees of \$23,070 Moved by: Bill Gibson Seconded by: Sofia Labrisocca CARRIED</p>	
<p>14. Next Meeting:</p>	<p>Wednesday April 19th at 5:30pm Trailer wrap Vendors Critical Path Review Logistics costs Security Update/ lighting concerns Festival licensing discussion, rules and regulations</p>	
<p>15. Adjournment</p>	<p>Adjourn 7:45pm Moved by: Matt Leask Seconded by: Michelle Stewart</p>	