

**Pelham Summerfest 2017 Committee Meeting
January 18, 2017 – Council Chambers, 5:00 pm**

| Agenda Item | Discussion/Notes | Action and Responsibility |
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| <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 Vickie vanRavenswaay Jodi Hendriks Sally Jaeger John Wink Sofia Labricciosa Gary Accursi Matt Leask Bill Gibson Candy Ashbee</p> <p>Regrets Michelle Stewart</p> | |
| <p>1. Additions to the Agenda</p> | <p>Minor Hockey & Empties New Bar Concepts</p> | |
| <p>2. Adoption of Agenda</p> | <p>Agenda adopted as amended: Moved by: Sofia Labricciosa Seconded: Bill Gibson CARRIED</p> | |
| <p>3. Approval of Minutes – Nov 9, 2016</p> | <p>Minutes of Nov 9, 2016 approved as circulated: Moved by: Matt Leask Seconded: Candy Ashbee</p> | <p>Staff to forward to Clerk</p> |

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| | | CARRIED | |
| 4. | Applications for new Community Member | Promoted since the beginning of January and accepted until January 25th Matt Leask now Welland/ Pelham Chamber of Commerce | |
| 5. | 2017 Event Line up Review: Critical Path Review <ul style="list-style-type: none"> • What’s already booked • What need to be done | Reviewed Critical Path Matt Leask to coordinate Sunday Morning Breakfast A motion was made to accept Niagara Inflatables quotation for a maximum of \$7000. Moved by: Bill Gibson Seconded by: Sofia Labricciosa CARRIED | |
| 6. | 2017 Budget | Reviewed streamlined budget layout from 2016 – Committee were pleased with the new format and approved its implementation for 2017 Reviewed Budget for 2017 | |
| 7. | Media, Promotion & Website * Billboard etc. | Motion made to accept Ex Nihlo Web Design Services estimate of \$1,780.88 for website services, hosting & domain name update Moved by: Candy Ashbee Seconded by: Bill Gibson CARRIED Reviewed billboard options | Sally to follow up Sally to follow up |

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| | Reviewed media & promotion overview Bus & events trailer sponsorship | Sally & Gary to follow up |
| 8. Sponsorship Packages | Carry on with previous year sponsorship packages, first contact beginning of February | Staff to reach out to Michelle |
| 9. Vendor Applications | Available on the website 10 so far, 3 from Pelham | |
| 10. Other Business: | Minor Hockey Collecting Empties Reviewed Bar proposal Need to add lighting along the bar EL Crossley Presentation | Staff to follow up Staff to look into |
| 11. Next Meeting: | Feb 8 th 5:30pm Presentation of car show proposal | |
| 12. Adjournment | Adjourned 7:00pm | |