

Pelham Summerfest 2014 Committee Discussion

January 28, 2014 – North Wing Room, 4:30 pm

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> • Welcome – Councillor Gary Accursi • Bea Clark, Pelham Active Transportation Committee, Chair • Todd Barber, Chair, Downtown Beautification Committee • John Wink, Past Chair, Pelham Business Association • Kathleen Goodman, Director with Welland/Pelham Chamber of Commerce • Vickie vanRavenswaay, Director of Recreation, Culture & Wellness • Sally Jaeger, Admin. Assistant, Recreation, Culture & Wellness 	<p>NO QUORUM – Meeting was not held, these are discussion notes.</p> <p>In attendance:</p> <p>Bea Clark John Wink Vickie vanRavenswaay</p> <p>Regrets: Gary Accursi Todd Barber Kathleen Goodman Sally Jaeger</p>	
1. Additions to the Agenda		
2. Adoption of Agenda		
3. Approval of Minutes		

<p>4. Friday & Sunday Activities</p>	<p>Suggestions:</p> <p>Friday: Country Night in Pelham</p> <ul style="list-style-type: none"> - Country Music - Line Dancing Demos? - Car Show? - Beef on a spit? - Pig on a spit? - Music/Refreshments/food in Peace Park - Movie under the Arches - Vendors able to be open on Pelham Street - Patios Open - Crafters – Meridian end <p>Saturday:</p> <ul style="list-style-type: none"> - Molson or Labatts under the arches - Crafters – Meridian end - Move road closer to Church hill in evening - Swim meet in morning - Skateboard Park Demos sometime during the weekend - Art Walls – did it last year – that was enough <p>Sunday:</p> <ul style="list-style-type: none"> - Community Breakfast - Freewheelers will have bike ride - Family fun walk - Jump & bounces - 	
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5. Budget <ul style="list-style-type: none">- Website Quote – Melissa- Marketing Quote – Natalie- Sponsorship Levels	The quotations were discussed. It was noted that both quotations were good value for the dollar and should be accepted. Melissa’s quote should be accepted as is. Natalie’s quote should be accepted although the tasks should be reviewed and prioritized. It was suggested that content should be reviewed by Committee and Bea volunteered to work with Melissa on website.	
6. Critical Path Outline	It was suggested that sponsorship levels remain the same as last year.	
7. Vendor Applications – Revisions and fees		
8. Layout		
9. Other Business:	Business Workshop: Bea has sent out a Facilitator request of interest for a workshop to be held late April for businesses participating in the festival. It was suggested that if participants could receive a discount on a booth rental. Workshop would include: Benefits of participating in the festival; how to present; social media; facebook page; etc. also perhaps a follow-up with facilitator.	

10. Next Meeting:	Tuesday February, 2014 4:30pm	
11. Adjournment	Meeting adjourned at	