

**Pelham Summerfest 2017 Committee Meeting
July 5, 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 • Vickie vanRavenswaay, Director of Recreation, Culture & Wellness • Sally Jaeger, Special Events & Festivals Programmer • Rachel Ahle, RCW Administrative Assistant • MacKenna Belding, MYAC • Todd Barber, Kame & Kettle • Dave Beifuss, Kame & Kettle 		
<p>1. Additions to the Agenda</p>	<p>Website Shuttle Peace Park Bar Update</p>	
<p>2. Adoption of Agenda</p>	<p>Motion to accept the agenda as adopted Moved by: Mackenna Belding Seconded by: Candy Ashbee CARRIED</p>	

<p>3. Approval of Minutes – June 28, 2017</p>	<p>Motion to accept the Minutes of June 28 as circulated Moved by: Bill Gibson Seconded by: Candy Ashbee CARRIED</p>	
<p>4. Kame & Kettle – Alcohol Crossover</p>	<p>Kame & Kettle interested in eliminating the alcohol crossover to make access and flow more user-friendly</p> <p>Todd and Dave proposed their idea to expand Summerfest boundaries to include Kame & Kettle Primary issues were discussed Council must first approve the boundaries of the SOP</p> <p>To-go sales were discussed</p>	<p>Staff to investigate for 2018 in the fall</p>
<p>5. Youth Sub-Committee Update</p>	<p>Motion to pay Teen Zone entertainers an honorarium of \$100 per performer Moved by: Bill Gobson Seconded by: Mackenna CARRIED</p> <p>Motion to spend up to \$250.00 on prizes for the skate competition Moved by: Candy Ashbee Seconded by: Michelle Stewart CARRIED</p>	<p>Staff/Mackenna to discuss MYAC involvement with Martha next week</p> <p>Rachel to send Candy website and print copies for distribution</p>
<p>6. Service Club/Volunteer Update - Vickie</p>	<p>Service club involvement on Saturday was reviewed Thursday: Committee Serving, Bar-</p>	<p>Committee to send Vickie availability for Thursday to Sunday</p>

		Backing + Wristbanding	
7.	Daily Scripts	Deferred to next week	
8.	Demographic Survey Review	Survey questions and purpose were reviewed	Survey was updated Staff to produce paper copies for Ambassadors
9.	Emergency Management Plan	Emergency plan was reviewed and updated as needed	Staff to determine First Aid locations Send completed package to Committee for review
10.	Car Show	Brochures distributed Signs are complete Volunteers secured Graphics to be printed Frames are ready to stuff John to thank sponsors at award show Stuff goodie bags with Prohibition	Sally to give Cam sponsor emails for goodie bag
11.	Other Business:	Prohibition Beer: Purchasing through Costco online Website Updates: NEWS – Old info still coming up Need to promote the shuttle direct route Signage was reviewed Bar Update: Photos were reviewed	
12.	Next Meeting:	Daily Scripts Start at 4:30, July 12	
13.	Adjournment	Motion to adjourn at 8:10	

	Moved by: Mackenna Belding Seconded by: Bill Gibson CARRIED	
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