

**Pelham Summerfest 2015 Committee Meeting**  
**June 16, 2015 – Milette Meeting Room, 4:00 pm**

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> <li>• Welcome – John Wink, Pelham Business Association</li> <li>• Councillor Gary Accursi</li> <li>• Kathleen Goodman, Director with Welland/Pelham Chamber of Commerce</li> <li>• Vickie vanRavenswaay, Director of Recreation, Culture &amp; Wellness</li> <li>• Sally Jaeger, Special Events &amp; Festivals Programmer</li> <li>• Jodi Hendriks, Culture &amp; Community Enhancement Programmer</li> <li>• Natalie Stickle, 5 x5 Design Studio</li> <li>• Ryan Moffatt, MYAC</li> <li>• Bill Gibson, PATC</li> </ul>	<p>In Attendance:</p> <p>Gary Accursi  Kathleen Goodman  Jodi Hendriks  Vickie vanRavenswaay  Sally Jaeger  John Wink  Bill Gibson</p> <p>Regrets:</p> <p>Ryan Moffatt</p>	
1. Additions to the Agenda	Labatt Update	
2. Adoption of Agenda	<p>Agenda adopted as amended  Moved by: Kathleen Goodman  Seconded by: Bill Gibson  CARRIED</p>	
3. Approval of Minutes	<p>Minutes of June 2/15 approved as circulated  Moved by: Kathleen Goodman  Seconded by: Bill Gibson  CARRIED</p>	
4. Media & Promotion	<ul style="list-style-type: none"> <li>• Poster Presented – Reviewed sponsorship</li> </ul>	

	<ul style="list-style-type: none"> <li>levels</li> <li>• Halco, RBC, Lafarge, Fonthill Dental, Fonthill Bandshell, PBA to be included on poster</li> <li>• Social media timeline is on schedule</li> <li>• Radio ads with youth have been taped</li> <li>• John’s radio ad coming up</li> <li>• Natalie setting up band interviews</li> <li>• July 10<sup>th</sup> deadline for newspaper insert brochure</li> <li>• Billboard going up end of the month</li> </ul>	<p>Gary to follow up with Dr. Albanese</p> <p>Natalie to email soft wrap</p>
5. Sponsor Update/Naming	<p>Naming opportunities assigned to sponsors                  Need Smart Serve Certificate Numbers                  Kathleen &amp; Natalie to determine one date for cheque presentations</p>	<p>Kathleen to send Sally Smart Serve Numbers</p>
6. Niagara Public Health Department Request	<p>The proposal was reviewed – decision was no</p>	<p>Staff to contact Niagara Public Health</p>
7. Vendors – Late applications	<p>Francophone Daycare – yes                  Costco – yes                  Rose City will be in the back – offer to sell beverages</p>	<p>Sally to follow up</p>
8. Other Business:	<p>Reminder to send biographies to Sally for Labatt Update:</p> <ul style="list-style-type: none"> <li>• Will include Bud Light Apple into the beer line up</li> <li>• Beer will arrive Beer Store the week before</li> <li>• Need Pallets for the beer</li> </ul> <p>Connect Hearing had an issue with the volume of music on the weekend interfering with hearing tests</p>	<p>Committee to send bios</p> <p>Staff to look into beer cribs</p> <p>Staff will check with Public Works</p> <p>Staff to contact Connect Hearing</p>

	<p>John to make presentation to council – July 6<sup>th</sup> meeting</p> <p>MYAC advised they wished to “pass the hat” at movie night in support of Kids Help Phone – Committee felt this was not in keeping with the Festival’s vision of “free family fun” – it was suggested to offer them a booth free of cost Friday and Saturday</p> <p>Sally to work with Mara on clothing needs</p> <p>Minor Hockey participation ?</p>	<p>Shayla to set up slide show with photos</p> <p>Staff to follow up with MYAC re: kids help phone</p> <p>Vickie to follow up with Minor Hockey</p>
9. Next Meeting:	<p>Tuesday June 23 4:00pm</p> <p>Budget review</p> <p>Ryan – Public Works</p>	
10. Adjournment	<p>Motion to adjourn</p> <p>Moved by: Kathleen Goodman</p> <p>Seconded by: Bill Gibson</p> <p>CARRIED</p>	