

**Pelham Summerfest 2014 Committee Meeting**

**June 25, 2014 – Council Chambers, 4:30 pm**

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> <li>• Welcome – Councillor Gary Accursi</li> <li>• Bea Clark, Pelham Active Transportation Committee, Chair</li> <li>• Todd Barber, Chair, Downtown Beautification Committee</li> <li>• John Wink, Past Chair, Pelham Business Association</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, Admin. Assistant, Recreation, Culture &amp; Wellness</li> <li>• Natalie Stickle, 5x5 Design Studio</li> </ul>	<p>In attendance:</p> <p>Vickie vanRavenswaay                      Gary Accursi                      Bea Clark                      Sally Jaeger                      Todd Barber                      John Wink                      Kathleen Goodman                      Natalie Stickle – Partial</p> <p>Regrets:                      None</p>	
<p>1. Additions to the Agenda</p>	<p>None</p>	
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as amended                      Moved by: John                      Seconded by: Kathleen                      CARRIED</p>	
<p>3. Approval of Minutes</p>	<p>Minutes of June 18/14 approved as circulated                      Moved by: Todd                      Seconded by: Kathleen                      CARRIED</p>	

<p>4. Media-Promotion</p>	<p>Committee reviewed the latest version of the Site Map and made a few more edits</p> <p>Poster was reviewed and approved</p> <p>Stage banner was reviewed. Suggestion made to make sponsor logos larger. Would like to cross-check sizing/grommet spacing with last years.</p>	<p>Natalie to revise</p> <p>Natalie to send to print</p> <p>Natalie to revise. Gary to check emails – Sally to try to find last year’s banner</p>
<p>5. Art Gallery in Church Update</p>	<p>Gary gave summary of meeting at Fonthill Baptist Church. Pat Haftar was in attendance. Church member willing to act as Curator. Set up Wed, July 16 at 10 am. Let PAF know and see if they want to participate.</p>	<p>Bea will get in touch with Heidi TeBrake of the PAF</p>
<p>6. Bar Design Update</p>	<p>Todd presented refined design; has sourced materials &amp; labour – costs within budget. Needs approx. ½ day to assemble. May need to close Arches earlier than noon. Todd will look into reusing adjustable “legs” to raise beer tubs.</p>	
<p>7. Other Business:</p>	<p>Food Vendor Update - confirmations went out today</p>	
<p>8. Next Meeting:</p>	<p>Wednesday, July 2, 2014 4:30 pm</p>	
<p>9. Adjournment</p>	<p>Meeting adjourned at 6:45 pm</p>	