

**Pelham Summerfest 2015 Committee Meeting  
June 30, 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:                      Gary Accursi                      Kathleen Goodman                      Vickie vanRavenswaay                      Bill Gibson                      Ryan Moffatt                      John Wink                      Jodi Hendriks                      Natalie Stickle</p> <p>Regrets:                      Sally Jaeger                      Kathleen Goodman</p>	
<p>1. Additions to the Agenda</p>		
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as circulated                      Moved by: Ryan                      Seconded by: Bill                      CARRIED</p>	
<p>3. Approval of Minutes</p>	<p>Agenda adopted as amended                      Moved by: Bill                      Seconded by: Ryan                      CARRIED</p>	
<p>4. Media &amp; Promotion</p>	<p>Posters are ready</p>	

	<p>Dr. Albanese – photos made it on the poster Banner is ready Bios are still needed from committee members Radio ads to start this week Wrap changes to be sent to Natalie</p> <p>Sally to send updated list of vendors Billboard to go up this week – next Tuesday photo in front of the billboard Banner to go up on Pelham Street Bands to get interviews the week of the festival</p>	<p>Gary to send Natalie changes to the wrap</p> <p>Staff to send request for banner change</p>
<p>5. Vendors – Late applications</p> <ul style="list-style-type: none"> <li>- Women’s travel club</li> <li>- Accessibility Directorate of Ontario</li> <li>- The window bench</li> <li>- Seniors on the Move</li> <li>- Mustache Burger</li> <li>- Beavertails</li> </ul>	<p>Late Applicants reviewed – all accepted Mustache burger – approved dependent on space</p>	<p>Sally to contact</p>
<p>6. Peace Park Layout/Furniture</p>	<p>Maps of Peace Park were reviewed</p>	<p>Gary to bring to next meeting</p>
<p>7. Presentation to Council</p>	<p>To be sent to clerks department</p>	<p>John to present to council July 6th</p>
<p>8. Budget Review</p>	<p>Tabled for next meeting</p>	
<p>9. Other Business:</p>	<p>Minor Hockey participation</p> <p>Niagara Inflatables changes were reviewed Still need volunteers for Sunday Bouncers</p>	<p>Staff to follow up</p> <p>Staff to connect with Martha Re:</p>

	<p>Communication Plan – cell phones and central location tent</p> <p>Popcorn machine provided by Summerfest Popcorn machine to be ordered from Party Shoppe</p>	<p>MYAC volunteers</p> <p>Need to confirm with Martha Movie night</p>
10. Next Meeting:	<p><b>Next Tuesday Meeting at Billboard Location at 4:00pm</b></p> <p>Budget Emergency management plan Gary &amp; John work on park layout street layout Critical path review Art gallery in the church – Baptist church</p>	<p>Staff to contact Baptist church</p>
11. Adjournment	<p>Meeting Adjourned at 5:45pm</p>	