

Pelham Summerfest 2016 Committee Meeting
June 8, 2016 – Council Chambers, 4:30 pm

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> • Welcome – John Wink, Pelham Business Association • Councillor Gary Accursi • Vickie vanRavenswaay, Director of Recreation, Culture & Wellness • Sally Jaeger, Special Events & Festivals Programmer • Jodi Hendriks, Culture & Community Enhancement Programmer • Bill Gibson, PATC • Sofia Labricciosa, MYAC • Candy Ashbee, PBA • Matthew Leask, Pelham Resident • Michelle Stewart, Pelham Resident • Craig Genessee, By-law Enforcement • Bob Lymburner, Fire Chief 	<p>Attendance:</p> <p>Jodi Hendriks Vickie vanRavenswaay Gary Accursi Bill Gibson Sofia Labricciosa Candy Ashbee (arrived 530pm) Matt Leask Michelle Stewart (arrived 4:50pm)</p> <p>Regrets:</p> <p>Sally Jaeger John Wink</p>	
1. Additions to the Agenda		
2. Adoption of Agenda	<p>Agenda adopted as amended: Moved by: Sofia Labricciosa Seconded: Matt Leask CARRIED</p>	
3. Approval of Minutes – June 1, 2016	<p>Minutes of June 1, 2016 approved as circulated: Moved by: Bill Gibson Seconded: Sofia Labricciosa</p>	

	CARRIED	
4. Security & Parking	Deferred	
5. Marketing & Promotion – Candy	YTV shared 15 + times	
6. MYAC Update - Sofia	No ampfest – teen night Revive the Rose booked General slideshow of MYAC just before the movie MYAC videos part of movie night Send updated list of vendors Babysitting at library	Jodi to forward to Sofia Sofia to follow up with Kirk Weaver
7. Wine Glasses	Summerfest wine glasses \$3/ piece Summerfest wine glasses: 200 giveaway (Friday & Sunday) Car show 150 for swag bags Left overs for purchase Interested in pursuing wine glasses with Summerfest logos Sponsor the glasses after reviewing prices of wine glasses	Staff to find price breaks & second logo on the back piggy back order with supper market
8. Car Show Update	Sponsorship letters went out Road signage to be updated with Summerfest logos Plaques for swag bags Corvettes are coming 20 guaranteed Finance Staff at entrance from 9am – 1pm	Bill to follow up with sponsors Ana to design car show signs Staff to order 150 from giant tiger Staff to organize

<p>9. Vendor Update * La Boite du Soleil request</p>	<p>La boite du Soleil - can accommodate if space allows it. Accepted Tibet Gallery</p> <p>Contact Rose City Fri night, Saturday, Sunday Noon service</p> <p>River Lions Season Ticket – download app enter sweepstakes</p>	<p>Jodi to follow up with Rose City Pizza</p>
<p>10. Other Business:</p>	<p>Green Team – Thursday & Sunday PATC – Enclosed tent with safety information Seniors Manning the Bike Valet</p>	<p>Jodi to follow up with green team</p>
<p>11. Next Meeting:</p>	<p>Financial Review Street Layout – Preliminary Vendor Parking/ Security June 22nd: Logistics – Ryan & Kim</p>	
<p>12. Adjournment</p>	<p>Motion made to adjourn at 6:00pm Moved by: Michelle Stewart Seconded: Candy Ashbee</p>	