

SUMMERFEST COMMITTEE

MINUTES 20-03

5:30 PM

Tuesday, March 20, 2018

Council Chambers

Town of Pelham

20 Pelham Town Square

Present: John Wink (Committee Chair)
Councillor Gary Accursi
Bill Gibson (PATC)
Candy Ashbee (PBA)
Matthew Leask, Welland/Pelham Chamber of Commerce
Bill Sheldon (Resident)
Vickie vanRavenswaay (Director of Recreation, Culture & Wellness)
Sally Jaeger (Special Events & Festivals Programmer)
Alison Brown (RCW Administrative Assistant)
Tyson Cowell (Niagara College Co-op Student)

**Absent with
Regrets:** Sofia Labricciosa (MYAC)

Also Present:

1 DECLARATION OF QUORUM AND CALL TO ORDER

The Chair, John Wink, declared quorum and welcomed everyone.

2 ADOPTION OF AGENDA

Moved by: Candy Ashbee

Seconded by: Bill Gibson

THAT the agenda for the March 20, 2017 Summerfest Committee Meeting be approved as presented

CARRIED

3 DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interests from any of the members of the committee.

4 APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by: Candy Ashbee
Seconded by: Bill Gibson

THAT the Minutes of the February 7, 2018 Summerfest Committee meeting be approved, as presented.

CARRIED

5 REVIEW OF DISCUSSION NOTES FROM MARCH 7, 2018

- 5.1 Further discussion around teen zone. More information will come after the MYAC meeting next week.

6 MEDIA, PROMOTION & WEBSITE

- 6.1 Country 89 & Giant FM would like to be recognized as a gold sponsor this year. Their proposal includes exposure on their community calendar, truck and trailer onsite and emcee on country night. Total investment is \$100.00 more than previous years.

Moved by: Candy Ashbee
Seconded by: Bill Gibson

THAT the Summerfest Committee accept the advertising proposal from Country 89 & Giant FM.

CARRIED

7 THURSDAY NIGHT COST SHARING WITH SUPPER MARKET

- 7.1 Vicki VanRavenswaay requested the Summerfest Committee to take on some of the Thursday evening expenses that Supper Market usually takes care of (ie. Washrooms, security, etc.). Approximately \$1,000.00 plus cost of entertainment.

Moved by: Bill Sheldon
Seconded by: Matt Leask

THAT the Summerfest Committee will contribute \$1,000.00 towards the costs of washrooms and security on Thursday evening.

CARRIED

8 ENTERTAINMENT UPDATE

- 8.1 LED Wall Quote - Revised quote was received. Gary to talk to Niagara AV Systems. Sally to send Gary information.
- 8.2 Entertainment booked, added entertainment on Sunday for children's activities.

9 SPONSORSHIP OUTREACH UPDATE

- 9.1 Beer Koozies – Committee are ok with this as a potential sponsorship opportunity. Sally to follow up

10 BREAKFAST UPDATE

- 10.1 Matt to contact Rick. Gary will send Matt what was purchased in previous years.

11 CAR SHOW UPDATE

- 11.1 Bill Gibson made a presentation on Car Show layout. Sally to confirm use of plaza parking lot. Discussion around added signage to Rice Road and promotion of early bird \$5.00 breakfast. Also promote other food vendors available.

12 LEGACY PROJECT UPDATE

- 12.1 Deferred

13 BEER & WINE PROVIDER RFQ'S

- 13.1 The Informal Quotation Request for the provision of craft beer was reviewed. Minimum serving size will be 16 oz, consistent with the mainstream beer serving size. IQR will be sent to local craft breweries that have expressed an interest in participating in the next week.
- 13.2 The Informal Quotation Request for the provision of wine was reviewed. Maximum cost per bottle to be increased to \$11.00. Ticket price for 2018 will be \$7 for a 6 ounce pour. Having all tickets priced the same will be more efficient. IQR will be sent to local wineries in the next week.
- 13.3 Vickie to set up meeting with service clubs on April 26 for servers.
- 13.4 John to contact Labatt.

14 OTHER BUSINESS:

- 14.1 Quote from Kelcom for rental radios - Same radios as last year plus 5 additional (20). Cost per unit remains the same as 2017. Bill Sheldon suggested reaching out to WRCC to possibly use their radios. Sally will follow up.
- 14.2 Report requesting road closures, noise by-law amendment, declarations and festival licensing was approved by Council on Monday, March 19, 2018
- 14.3 Water Wagon is booked for Saturday.

15 NEXT MEETING

15.1 Next Summerfest Committee scheduled for Tuesday, April 3, 2018 – 5:30 pm

16 ADJOURNMENT

Moved by Bill Gibson
Seconded by Matt Leask

THAT the meeting of the Summerfest Committee, March 20, 2018 be adjourned at 7:00 p.m.

CARRIED