

Pelham Summerfest 2012 Committee Meeting**March 21, 2012 Committee Room 4:30 pm**

Agenda Item	Decisions Reached	Action and Responsibility
<p>1. Welcome – Councillor Gary Accursi, Committee Chair</p> <ul style="list-style-type: none"> • Bea Clark, Chair, Pelham Active Transportation Committee • John Wink, Past Chair, Pelham Business Association • Todd Barber, Chair, Downtown Beautification Committee • Kathleen Goodman, Director with Welland/Pelham Chamber of Commerce • Katie Thorpe, Community Services Coordinator <p>Regrets</p> <ul style="list-style-type: none"> • Vickie vanRavenswaay, Manager of Community Services 		
<p>2. Additions to the Agenda</p>		
<p>3. Approval of minutes of February 29, 2012 meeting.</p>		
<p>4. Dirk & Diane Wiens, Wine Country Tours</p>	Committee to review the presented to tour ideas.	
<p>5. Review Promotional Plan for Summerfest RFP</p>	Committee agreed to	Katie to contact

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<p>submissions.</p>	<p>have Carolyn and Cathy present their proposal and answer questions from committee members at next meeting.</p>	<p>Carolyn and Cathy.</p>
<p>6. Review Beer Corral RFP Specifications</p>	<p>Committee reviewed Beer Corral RFP Specifications provided by the service clubs. Adopt specifications, require town staff to create RFP Moved by Kathleen Goodman Seconded Bea Clark. CARRIED</p>	<p>Town Staff to create RFP.</p>
<p>7. Sub Committee updates</p> <ul style="list-style-type: none"> - Food & Beverage – - Non Food Vendor – - Promotional - - Sponsorship- - Logistics –Vickie - Entertainment –Gary - Active Zone -Bea - Kids Zone – John 	<p>Gary informed committee Leigh and Dave agreed to Co-chair Food & Beverage Kathleen agreed to be head of the Sponsorship Sub Committee. Logistics-Gary suggested a meeting with Hydro in advance</p>	<p>Katie to provide committee members with list of sponsorship letter recipients at next meeting. Gary to contact Leigh and Dave to select committee and report to Summerfest committee for approval.</p>

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	planning stages.	
<p>8. Other Business:</p> <ul style="list-style-type: none"> - Celebrate Ontario Festival Grant 2012 	<p>Katie informed the committee that we did not receive funding from Celebrate Ontario. Bea informed committee of her conversation with Lorraine Snihur Committee motioned to book Niagara College for Thursday and Friday evening in Peace Park moved by Kathleen Goodman Seconded Bea Clark CARRIED</p>	<p>Bea to confirm the dates with college and ask about use of their tent for the full 4 days.</p>
<p>9. Next Meeting:</p> <ul style="list-style-type: none"> • Wednesday March 28th, 5:15pm Council Chambers 		
<p>10. Adjournment</p>		

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