

**Pelham Summerfest 2013 Committee Meeting**

**March 6, 2013 – North Committee Room 4:30 pm**

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> <li>• Welcome – Councillor Gary Accursi, Chair</li> <li>• Bea Clark, Pelham Active Transportation Committee</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> </ul>	<p>In attendance:</p> <p>Gary Accursi            Todd Barber            Vickie vanRavenswaay            Sally Jaeger            Bea Clark            John Wink            Kathleen Goodman (4:50 pm)</p>	
<p>1. Adoption of Agenda &amp; approval of Minutes</p>	<p>Agenda adopted as amended/            Minutes of Feb 27/13 approved            Moved by: Bea/Todd            Seconded by: Todd/John            CARRIED</p>	<p>Approved minutes to be forwarded to Council – Sally</p>

<p>2. Additions to the Agenda</p>	<ul style="list-style-type: none"> <li>• Amusement park</li> <li>• Correspondence from ITO &amp; Dock Dogs</li> </ul>	
<p>3. Enbridge Update</p>	<p>Conference call scheduled for Mar 20 mtg. Don't want to be in competition with paying vendors on other days - Just needed for Sunday am</p>	<p>Vickie to contact Enbridge</p>
<p>4. Photograph Picks for Postcard</p>	<p>Single image with "wow" factor for postcard, colour, energy etc. – Bring back again March 20 in when in Council Chambers so all can see in slide show</p>	<p>Committee to refine picks and send to Sally</p>
<p>5. Sponsorships</p>	<p>A few more commitments have come in and Bea has emailed non-responses.</p> <p>Suggestions made re other potential sponsors for Bea to contact – send name &amp; email to Bea as you think of them</p> <p>Ideas for "thank you" for sponsors</p> <ul style="list-style-type: none"> <li>• Wine glass/ticket</li> <li>• Invite to VIP evening Fri</li> <li>• central sign/listing of sponsors displayed each day of festival</li> </ul>	<p>Kathleen will check with Delores at Chamber re possible email out to members</p> <p>Bea to email additional contacts</p>

<p>6. Kids Zone                  * Communities In Bloom request to participate/activity – Vickie                   * Niagara Inflatables – update - John</p>	<p>CIB would like an area in kids Zone for an activity – clay pot decoration/seed planting – Committee approved – no fee for booth                   Quote has been finalized – 5 yr commitment – needs to be in Town’s name</p>	<p>Vickie to respond to CIB                   John to contact Niagara Inflatables then forward to Mara</p>
<p>7. Review of Critical Path</p>	<p>Items for March</p> <ul style="list-style-type: none"> <li>• Financial review</li> <li>• Ryan’s update (Mar 20)</li> <li>• Active Zone budget –end of March</li> <li>• Layout - priority</li> <li>• RFP for beer/wine</li> </ul>	
<p>8. Other Business:                  •</p>	<p>*amusement rides – Gary asked for recap of the discussion/decision Robertson’s Amusements                   *Ontario Dock Dogs – would like to participate – Committee felt it might be a better fit Canada Day, not for Summerfest                   *Correspondence from ITO – asking for funding to do art workshop etc. – Booth on Pelham Street on Sat would require application &amp; fee – refer to Pelham’s Nights of Art for other involvement</p>	<p>Vickie will respond                   Vickie will respond</p>

<p>9. Next Meeting:          * Wednesday March 13<sup>th</sup>,          4:15pm          Council Chambers</p> <p>* Agenda items?</p>	<p>March 13 meeting cancelled          Next Meeting:          Wednesday, March 20 – 4:15 pm          Council Chambers</p> <p>Picture selection – Mar 20          Layout – Mar 20          Enbridge Conference call– Mar 20          Public Works update – Mar 20          MYAC movie Night update– Mar 20          Media RFP results – Mar 27(short mtg)</p>	
<p>10. Adjournment</p>	<p>Meeting Adjourned</p>	