

Pelham Summerfest 2014 Committee Meeting

May 14, 2014 – Council Chambers, 4:30 pm

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> • Welcome – Councillor Gary Accursi • Bea Clark, Pelham Active Transportation Committee, Chair • Todd Barber, Chair, Downtown Beautification Committee • John Wink, Past Chair, Pelham Business Association • Kathleen Goodman, Director with Welland/Pelham Chamber of Commerce • Vickie vanRavenswaay, Director of Recreation, Culture & Wellness • Sally Jaeger, Admin. Assistant, Recreation, Culture & Wellness • Ryan Cook, Public Works & Utilities • Natalie Stickles, 5x5 Design Studio 	<p>In attendance:</p> <p>Vickie vanRavenswaay Gary Accursi Sally Jaeger Todd Barber John Wink Ryan Cook (partial) Natalie Stickles (partial)</p> <p>Regrets:</p> <p>Kathleen Goodman Bea Clark</p>	
<p>1. Additions to the Agenda</p>	<p>Use of logo by vendors Policy re non-profit vendor fees</p>	
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as amended Moved by: Todd Seconded by: John CARRIED</p>	
<p>3. Approval of Minutes</p>	<p>Minutes of May 7/14 approved as circulated Moved by: John Seconded by: Todd</p>	

	CARRIED	
4. Road Set up & Tear Down – Ryan Cook	<ul style="list-style-type: none"> • Would like fencing delivered earlier, Tues if possible, to MSSP • Ramp for stage access was discussed – PW will excavate existing stone & supply traffic bond • Committee requested that PW set up stage in Peace Park – Ryan ok with this • Reuse of last year’s community art walls & and Peace Park bar set up was discussed 	<p>Sally to communicate to Mara</p> <p>Ryan</p> <p>Gary will request delivery on Tues</p> <p>Todd to consider using walls for new bar: Ryan to check on condition of Peace Park pavilion tables</p>
5. Media-Promotion	<ul style="list-style-type: none"> • Business workshop was publicized via social media • AitP rack card distribution started at Pelham Art Festival – Pat very happy ☺ • Auditions done for videos – will be shot week after next • May 28 start at 10 am for sponsor “big cheque” photos • Poster – was reviewed – some photos to be changed – go to print last week of May <p>Discussion took place on the use of the Summerfest logo by other parties – Committee decision not to allow use of logo but ok with references & referrals to website & social media</p>	
6. Festival Licensing & Patios	Vickie gave an update on the status of festival	

		icensing & agreements – will be going to Council on Tuesday	
7.	Bandshell In-Kind Sponsorship – Level of Recognition?	Deferred	
8.	Other Business:	<ul style="list-style-type: none"> • Policy regarding waiving of fees for non-profit vendors was discussed – policy remains unchanged as fees were already reduced for non-profit this year • Permanent signage for arches 	Todd to send list to Vickie
9.	Next Meeting:	Wednesday, May 21, 2014 4:30 pm	
10.	Adjournment	Meeting adjourned at 6:15 pm	