

Pelham Summerfest 2014 Committee Meeting

May 21, 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 • Natalie Stickles, 5x5 Design Studio 	<p>In attendance:</p> <p>Vickie vanRavenswaay Gary Accursi Bea Clark Sally Jaeger Todd Barber John Wink Ryan Cook Natalie Stickles – left meeting</p> <p>Regrets:</p> <p>Kathleen Goodman</p>	
<p>1. Additions to the Agenda</p>	<p>Sponsor Update Vendor Update</p>	
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as amended Moved by: Todd Seconded by: Bea CARRIED</p>	
<p>3. Approval of Minutes</p>	<p>Minutes of May 14/14 approved as circulated Moved by: John Seconded by: Bea CARRIED</p>	

<p>4. Media-Promotion</p>	<ul style="list-style-type: none"> Natalie asked if Committee are open to “sharing” contest on Facebook – ok for Cathy to start gathering prizes but wait for 1st warm, sunny day to launch Natalie presented creative for banner ad & poster – some revisions to be done - will start with vendors featured Videotaping will take place this Sunday – Natalie gave overview of format Natalie to rework last year’s articles which will be put out over myPelham.com. Will also see if Voice will pick up 	<p>Natalie to revise</p> <p>Natalie to circulate for Committee’s review</p>
<p>5. Request from NRPH Tobacco Program</p>	<p>Committee ok with their participation</p>	<p>Sally to respond</p>
<p>6. Beer Quantities Required</p>	<ul style="list-style-type: none"> The past quantities were discussed and an estimate required for 2014 arrived at. Tentative meeting set with service clubs for next week Need to look into affordable wine supply 	<p>John to meet with Joris on Friday</p> <p>Todd to contact Henry of Pelham for pricing</p>
<p>7. Bandshell – level of in-kind sponsorship</p>	<p>Committee approved silver level in-kind sponsorship recognition</p>	
<p>8. Other Business:</p>	<p>Sponsor update – a couple new sponsors on board this year; send request to consultants / contractors etc.</p> <p>Vendor Update – Numerous applications received – Sally to summarize for Committee</p>	<p>Sally to follow up & send contact info to Bea</p> <p>Sally to follow up</p>

	<p>Art Gallery – Vickie meeting with Kinettes to discuss & will report back to Committee</p> <p>Bike for raffle to be purchased as last year?</p> <p>BBQ for raffle again?</p>	<p>Vickie</p> <p>Sally/Vickie to talk to Mara</p> <p>Todd to look into</p>
9. Next Meeting:	<p>Wed, May 29 at 4:30 pm</p> <p>Items for next meeting:</p> <p>List of PO's from Mara</p> <p>Service clubs re beer pavilion</p>	
10. Adjournment	<p>Meeting adjourned at 6:15 pm</p>	