

Pelham Summerfest 2013 Committee Meeting

May 22, 2013, 2013 – 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 	<p>In attendance:</p> <p>Gary Accursi Sally Jaeger Vickie vanRavenswaay John Wink Bea Clark</p> <p>Todd Barber joined meeting at 5:10pm</p> <p>Natalie Stickles – Partial Jessica Ruddell - Partial</p> <p>Regrets: Kathleen Goodman</p>	
<p>1. Additions to the Agenda</p>	<p>None</p>	
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as circulated Moved by: Bea Seconded by: John CARRIED</p>	

<p>3. Approval of Minutes</p>	<p>Minutes of May 8/13 approved Moved by: John Seconded by: Bea CARRIED</p>	<p>Approved minutes to be forwarded to Council – Sally</p>
<p>4. Media/Promotion & Signage – Natalie Stickles</p>	<p>Natalie presented draft ads she has prepared – zone names were narrowed down – symbols to be used on signage etc to unify areas – 1st ad & article to highlight sponsors</p> <p>Website – need to get it populated & updated –Meeting with Vickie, Sally, Natalie & Melissa to be set up</p> <p>Add accommodations etc. to website – potential for area hotels to offer specials – taxi companies?</p> <p>Info can be posted on local community event websites for free.</p> <p>Overall budget is needed</p> <p>Natalie has good price for large laminated map instead of vinyl wrapped</p> <p>Lawn signage</p>	<p>Natalie to see to publication</p> <p>Vickie to set up mtg for Friday</p> <p>Gary to contact businesses and report back next week</p> <p>Sally has list from Natalie to update sites</p> <p>Vickie to talk to Mara re bookings</p> <p>Committee prefers this option – to be put in several locations</p> <p>Gary to see about Council approval/variance</p>

	<p>T-shirts</p> <p>Committee asked Natalie to consider potential new names for Pelham Night of Art</p>	<p>Vickie will investigate</p> <p>Natalie to brainstorm</p>
<p>5. Pelham Night of Art – Jessica Ruddell</p>	<p>NofA committee looking for more direction on sub-committee’s role with respect to Wall of Art. NofA committee will need to recruit volunteers for the night.</p> <p>Committee feels name is awkward. Wondered if sub-committee would look into a “snappier” title</p> <p>Jessica shared “Call for Artists” form – Committee made a few design suggestions</p> <p>Discussion of honorariums took place – SF Committee would like to see honorariums for all participants</p>	<p>Todd to take lead role in construction, would like sub-committee to take lead on logistics of artistic component</p> <p>Jessica will discuss with sub-committee and consult Ana & Natalie</p> <p>Jessica to make revisions.</p> <p>Jessica to ask sub-committee to put together a budget and bring it back to main committee</p>
<p>6. Signage</p>	<p>Discussed under media/promotion</p>	
<p>7. Peace Park Master Plan</p>	<p>The concept plan was reviewed – PDF version to be distributed to committee members to review</p>	<p>Sally to forward to members</p>

	further and bring back comments to next meeting	
8. Community Art Project	Discussed under Pelham Night of Art	
9. Pancake Breakfast – Sobey's	Sobey's will provide food for Sunday morning breakfast – need to set menu & they will provide what is necessary Need to find out if Enbridge have a deep fryer	Sally to contact Enbridge
10. Budget	Next meeting	
11. Critical Path	Next Meeting	
12. Other Business:		
13. Next Meeting: * Wednesday May 29 4:30pm Council Chambers * Agenda items?	Wednesday, May 29 – 4:30 pm Peace Park Master Plan Breakfast menu	
14. Adjournment	Meeting adjourned 6:55 pm	