

Pelham Summerfest 2014 Committee Meeting

May 28, 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 Natalie Stickles - Partial Cari Pupo - Partial Kate Hannah - Partial Doug Freeland (Kinsmen) – Partial Jake Dilts (Fonthill Lions) – Partial Brian Buchanan (Fenwick Lions) Doug McIntee (Fonthill Kinsmen) Darren Crowe (Fenwick Lions)</p> <p>Regrets:</p> <p>Kathleen Goodman</p>	
<p>1. Additions to the Agenda</p>	<p>Payment options Budget Sponsor Update</p>	
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as amended Moved by: Bea Seconded by: John CARRIED</p>	

<p>3. Approval of Minutes</p>	<p>Minutes of May 21/14 approved as circulated Moved by: Bea Seconded by: John CARRIED</p>	
<p>4. Media-Promotion</p>	<ul style="list-style-type: none"> • Videos filmed and being edited • Cheque photos done today • Big sponsor poster was reviewed – change to 11x 17 & we will print in house 	<p>Natalie forwarding photos to sponsors, newspapers Natalie to create & send to Sally for printing</p>
<p>5. Beer Pavilion – Service Groups</p>	<ul style="list-style-type: none"> • John gave review of previous years & changes for 2014 • Service clubs had concerns re melting ice, height of tubs, pop vs pour – most concerns will be addressed with new set up • Clubs ok with Bud & Bud Light to be served • Todd gave overview of set up proposal • Discussion took place regarding staffing numbers, serving flow, a second ticket sales area • Kinsmen to provide ticket sales staff & monitors • Each club to schedule servers and forward to Vickie 	
<p>6. Wine Supply</p>	<p>Todd related his conversations with Henry of Pelham. Committee pleased with information so far</p>	<p>Todd to follow up</p>
<p>7. Review of 2014 POs</p>	<p>Deferred to next meeting</p>	
<p>8. Other Business:</p>	<ul style="list-style-type: none"> • Payment Options – Cari & Kate presented info on payment options. The Square – costs are reasonable & provides enhanced customer service – suggest getting at least 4 & will use town iPads – also get 2 	<p>Kate to follow up</p>

	<p>POS for debit</p> <ul style="list-style-type: none"> • Bar Design – discussion took place on new bar construction – best option to store & reuse in subsequent years – • Sponsors: Boggio Pharmacy sponsor of mini-golf – wants to give something away – Committee suggested glo-sticks or golf balls 	
9. Next Meeting:	<p>Wednesday, June 4</p> <p>Items for Agenda:</p> <p>Cheque presentation by Mayor</p> <p>Vendor selection</p> <p>Items for June 12 Agenda:</p> <p>Budget review</p> <p>Signage</p>	
10. Adjournment	<p>Meeting adjourned at 6:20 pm</p>	