

Pelham Summerfest 2014 Committee Meeting

May 7, 2014 – North Committee Room, 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>Vickie vanRavenswaay Gary Accursi Sally Jaeger Todd Barber Bea Clark John Wink Natalie Stickle</p> <p>Regrets:</p> <p>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: John Seconded by: Bea CARRIED</p>	
<p>3. Approval of Minutes</p>	<p>Minutes of Apr 30/14 approved as circulated Moved by: Todd Seconded by: Bea CARRIED</p>	
<p>4. Media/Promotion</p>	<ul style="list-style-type: none"> • Natalie has created social media banners for 	

	<p>sponsorship recognition</p> <ul style="list-style-type: none"> • Art in the Park creatives are moving forward • Poster creative was reviewed • Cheque photos for gold sponsors need to be set up 	<p>Natalie to revise Bea to contact sponsors</p>
5. Radio Station Participation	Committee ok with them participating as vendors	
6. Pelham Printing – Rear Access	Vickie brought Council report dealing with Pelham Printing access issue to Committee’s attention. Recommendation contained in the report is for Summerfest to pay honorarium of \$500 per year	
7. Band Aid Participation	Committee ok – should be able to locate in Kids Zone – charge for 2 retail vendor booths	
8. Business Workshop	Presenter is all set – registrations are still coming in – invitation has been sent to Farmers’ Market vendors and is being put out via social media	
9. Scholarship Fund	Gary Proposed idea to give back to community via a Summerfest scholarship – Committee not sure we are ready for this step	
10. Website Content	Discussions took place regarding the revisions to date. On-track so far. Sally asked that the committee members send updates & request	Committee members to submit details regarding their areas

	for revisions to her. Will add Bissells to “accommodation” page	
11. Sponsorship Update	Bea presented the sponsor list to date – in good shape	
12. Critical Path Review	On track overall – need to set up meeting with Service groups re beer pavilion	Vickie to arrange
13. Other Business:	Suggestion that MYAC volunteers staff the Kids Zone on Sunday	Sally to forward requirements to Martha
14. Next Meeting:	Wed May 14/14 Ryan Cook to attend	
15. Adjournment	Meeting adjourned at: 6:15 pm	