

Pelham Summerfest 2013 Committee Meeting

September 18, 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 Vickie van Ravenswaay John Wink Sally Jaeger Bea Clark Todd Barber Natalie Stickle Kathleen Goodman</p>	
<p>1. Additions to the Agenda</p>	<p>Updating the website Committee evaluation</p>	
<p>2. Adoption of Agenda</p>	<p>Agenda adopted as amended</p>	

	Moved by: Bea Seconded by: Todd CARRIED	
3. Approval of Minutes	Minutes of July 17/13 approved as circulated Moved by: John Seconded by: Todd CARRIED	
4. Final Report	Bea reviewed highlights of report Still need to update: * shuttle bus rider numbers * revenue * In kind contributions Bea will update when figures received. Report to be presented to Council Oct 7/13	Sally/Vickie Bea to present as delegation to Council
5. Review of Financial Statements	Still some invoices and issues outstanding Committee requested that "donations" be changed to "sponsorships" Members reviewed figures for their areas and confirmed their agreement with figures	Vickie to update
6. Pelham Night of Art 2.0	Help needed?? – Bea is available	Sally to ask Jessica

	Committee pleased with proposed outline. Ok with extra costs	
7. Art Walls	Discussion took place regarding the art wall experience, what worked, what didn't Committee recommended that they be removed, stored and brought back next year	Todd to speak to Ryan re logistics of moving
8. Peace Park Pavillion	Committee would like to see it remain for the time being and consideration be made for inclusion of pavilion or something similar in Peace Park Master Plan. Sail to be removed for the winter	
9. Dates for 2014	Third week in July 17-20	
10. Recommendations	<ul style="list-style-type: none"> * Meet with local business early on to help them maximize involvement in the event – let PBA or Chamber etc. run with this * Assign committee member to oversee beer service day of * change alcohol policy to allow serving of beer in cans * Request \$15,000 contribution from Town * invest \$2,000 in a “grant writer” 	

	* Lighting of arches – can get 50% back from Region Community Investment Fund	Gary & Vickie to follow up
11. Other Business:	Updating the website – thank you message, update photos, Save-the-Date 2014, etc. – Estimated 3 hrs - Committee approved addition expense Committee Evaluation – Committee members asked about evaluating Committee – circulate by email	Natalie to forward quote and coordinate with Melissa Sally to send to members
12. Next Meeting: * ????????????????	Tentative date November 6 to discuss larger issues, direction, programming. contracts etc.	Sally to send out invitations Committee to submit agenda items
13. Adjournment	Meeting adjourned at 6:50 pm	