

**Pelham Summerfest 2015 Committee Meeting  
September 22, 2015 – Miclette Meeting Room, 5:00 pm**

Agenda Item	Discussion/Notes	Action and Responsibility
<ul style="list-style-type: none"> <li>• Welcome – John Wink, Pelham Business Association</li> <li>• Councillor Gary Accursi</li> <li>• Kathleen Goodman, Director with Welland/Pelham Chamber of Commerce</li> <li>• Vickie vanRavenswaay, Director of Recreation, Culture &amp; Wellness</li> <li>• Sally Jaeger, Special Events &amp; Festivals Programmer</li> <li>• Jodi Hendriks, Culture &amp; Community Enhancement Programmer</li> <li>• Bill Gibson, PATC</li> </ul>	<p>In Attendance: Vickie vanRavenswaay Sally Jaeger Jodi Hendriks Bill Gibson John Wink Gary Accursi</p> <p>Regrets: Kathleen Goodman</p>	
<p>1. Additions to the Agenda</p>	<p>Car Show Update Member Recruitment – Terms of Reference</p>	
<p>2. Adoption of Agenda</p>	<p>Adoption of Agenda Motioned: Bill Seconded: John CARRIED</p>	
<p>3. Approval of Minutes</p>	<p>Approval of Minutes (July 14, 2015) Motioned: Bill Seconded: John CARRIED Received meeting notes of Aug 25<sup>th</sup></p>	
<p>4. Rescheduled Movie Night</p>	<p>Discussion via Martha - venue was fantastic – the sound the hill, and was sheltered – could</p>	

	<p>not control lighting in the skate park                  An issue with marketing the event                  Competing with Thursday night Elvis night                  Limited nights with the screen company                  Total of 30 people                  Discussion around continuing the event                  Discussion about terms of reference for MYAC on committees</p>	
5. Saturday Beer & Wine Pavillion Split	<p>Reviewed Saturday beer pavilion                  Logistics - Expenses                  Security, fencing, washrooms                  50% to Saturday                  25% Thursday                  25% Friday                  NRP – 100% Saturday</p> <p>Discussion on Service Clubs beer service</p>	<p>Need to organize meeting with service clubs</p>
6. Financial Update & Draft Final Report	<p>Reviewed Financials                  Look into 2013 vs 2015 financials</p> <p>Details of financials not needed for council</p> <p>Reviewed draft final report to council</p>	<p>Staff to bring 2013 budgets for comparatives</p> <p>Staff to make adjustments</p>
7. Sponsors: Thank you Card	<p>Committee signed thank you cards</p>	<p>Follow up with Kathleen to sign cards</p>
8. Other Business:	<p>Fifth Avenue winner of the vendor draw                  October 19<sup>th</sup> council report</p> <p>Car Show: Bill willing to put together a</p>	<p>Bill to bring proposal</p>

	<p>proposal for a car show on Sunday                  Space for vendors                  First aid                  Beer/ wine addition                  Entertainment/ Bands                  Security                  Awards – plaques                  Advertising – November for car show magazines                  Sponsorship opportunities                  Judging – only participants voting                  No pre-registration                  Insurance?</p>	
9. Next Meeting:	<p>Service clubs to attend next meeting to receive cheques and discussion for 2016 operations                  Review 2013 vs 2015 financials                  Marketing for additional committee members                  October 6<sup>th</sup> @ 6:30PM including service clubs</p>	Staff to contact service clubs
10. Adjournment	7:00pm.	