

**Montgomery Township  
Autumn Festival Committee  
Meeting Minutes  
April 11, 2018**

The April 2018 meeting of the Montgomery Township Autumn Festival Committee was held Wednesday, April 11, 2018 at the Montgomery Township Community and Recreation Center. The members of the Committee in attendance included: Mary Griffith-Alfarano, Sue Dessner, J. P. Northrop, Steve Terebecki, and David Wood. Also in attendance was Matt Quigley Board Liaison, Derek Muller Recreation and Community Center Supervisor, and Floyd S. Shaffer Community and Recreation Center Director.

**Regular Meeting**

**Call to Order:** Committee Chair Griffith-Alfarano called the meeting to order at 5:35pm.

\*\*\*\*\* Prior to the start of business, Derek Muller, the new Community and Recreation Center Supervisor was introduced to the Committee. Mr. Muller will begin his employment in Montgomery Township on Monday April 23<sup>rd</sup>.

**Approval of Minutes:** On a motion by Mr. Terebecki and a second by Ms. Dessner, the minutes of the March 14, 2018 meeting were unanimously approved.

**Public Comment:** There was no public comment.

**Old Business/New Business**

A review of the Sponsor Flyer with new Sponsorship Levels was reviewed. The committee made a few minor corrections and unanimously recommended using the promotional materials as presented.

**Discussion Items**

The following items were discussed by the Committee during the remainder of the meeting:

- 1) Locations of various vendors was discussed
- 2) The ongoing challenge of enough electricity outlets was mentioned
- 3) A final review of the Bette's Bounce amusement order took place
- 4) Various "Street Performers" were mentioned a possible additions to the entertainment.
- 5) Hired Face painters is a necessity for the event. Two locations were discussed with two painters at each spot.
- 6) "Super Hero's" will be a part of the days entertainment, as well as Star Wars Characters
- 7) Additional Food vendors were mentioned;; Kona Ice, Pretzel Truck
- 8) The contingency rain plan was reviewed for use of the Community Recreation Center.
- 9) The parking plan was discussed as well as transportation (bus vendor) logistics.
- 10) Volunteers participation by groups and organizations
- 11) Shirts for 2018
- 12) Pumpkins and the corn maze

\*\*\*\*\* The Committee decided to forego a May meeting and will next meet on Wednesday June 13<sup>th</sup> at 5:30pm.

There being no further business, on a motion by Mr. Johnson and a second by Mr. Wood the meeting was adjourned at 6:19pm.

**The next meeting of Autumn Festival Committee will take place on Wednesday, June 13, 2018 at 5:30PM.**

Submitted by:

Floyd S. Shaffer

Community & Recreation Center Director