

**Montgomery Township
Autumn Festival Committee
Meeting Minutes
February 13, 2019**

The February 2019 meeting of the Montgomery Township Autumn Festival Committee was held The Committeednesday, February 13th, 2019 at the Montgomery Township Community and Recreation Center. The members of the Committee in attendance included: **JP Northrop and David Wood. Also in attendance was Greg Reiff Parks Foreman, and Derek Muller Recreation and Community Center Supervisor.**

Reorganization Meeting

Call to Order: JP Northrop called the meeting to order at 5:37pm.

Appointment of Committee Chair: Following a nomination by David Wood, JP Northrop accepted the role of Committee Chair of the 2019 Autumn Festival Committee.

Appointment of Committee Vice Chair: Following a nomination by JP Northrop, David Wood accepted the role of Committee Vice Chair of the 2019 Autumn Festival Committee.

There being no further business, on a motion by Mr. Northrop and a second by Mr. Wood, the meeting was adjourned at 5:40pm.

Regular Meeting

Call to Order: Committee Chair JP Northrop called the meeting to order at 5:40pm.

Approval of Minutes: On a motion by Mr. Northrop and seconded by Mr. Wood, the minutes from the October 2018 Autumn Festival Committee meeting The Committeere approved.

Public Comment: There was no public comment.

Discussion Items

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

- **2019 Autumn Festival Date** – Saturday October 12th, 2019 is confirmed as the 2019 Autumn Festival Date
- **Ideas, suggestions, and changes for the 2019 Autumn Festival, as detailed in below bullet points.**
- **Amusements**
 - Amusement attractions are being looked into for 2019 Autumn Festival.
 - This year a major goal is to ensure that the attractions are The Committeell staffed and that safety rules and measures are enforced.

- The Committee are looking to see what the additional cost will be to hire staffing from the attraction-supplying company, should The Committee need to do so.
 - The Committee have decided to not bring back the attraction called “Spider Mountain”
- **Vendors/Sponsors**
 - Based on early feedback from some sponsors via email to Derek Muller, vendors had a positive experience at Autumn Festival 2018.
- **Food Concessions**
 - The Committee are looking into adding more food vendors to our lineup this year.
 - To do so, The Committee are looking into food trucks, as they are self-contained and do not require electricity.
 - A few vendors have been suggested, both to return, as well as to reach out to.
- **Transportation**
 - The Committee would like to see if FirstStudent is interested in providing shuttles again this year as sponsorship for the Autumn Festival.
- **Entertainment/Demonstrations**
 - The Petting Zoo is already booked.
 - The Committee began to discuss which “walking” acts to hire again.
 - The Montgomery Township Police Department will be contacted to set up K-9 Demonstrations again.
 - For the Helicopter Landing, The Committee has expressed we should talk to the Fire Department and name a point person for the Helicopter Landing.
 - Communication regarding the Helicopter Landing also needs to be tighter.
- **Crafts/Activities**
 - Preliminary discussions about better ways to handle the Pumpkin distribution were discussed.
- **Volunteers**
 - For 2019 a bigger push must be made for volunteers, and having specific volunteer job descriptions available to share with potential volunteers are recommended.
 - Various organizations were discussed to reach out to for volunteers this year.

There being no further business, on a motion by Mr. Northrop and a second by Mr. Wood, the meeting was adjourned at 6:25pm.

Our next meeting of the Autumn Festival Committee will be held on Wednesday, March 13th.

Submitted by:

Derek J. Muller

Community and Recreation Center Supervisor