

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

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

Regular Meeting

Call to Order: Committee Chair JP Northrop called the meeting to order at 5:32pm.

Approval of Minutes: On a motion by Mr. Northrop and seconded by Ms. Alfarano, the minutes from the March 2018 Autumn Festival Committee meeting were 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:

- **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**
 - No changes were made to the sponsorship levels for 2019.
- **Food Concessions**
 - Ms. Alfarano offered to share a list of certified food truck vendors via email with the Committee and Township liaisons.
 - Suggestions included Jesse’s BBQ & the new Dunkin Donuts location.
- **Transportation**
 - No discussion revolving around transportation was had.
- **Entertainment/Demonstrations**
 - The Committee would like to pursue developing two main attraction areas: the Kiddie Korner and the Tween/Adult area
 - Proposed site for Tween/Adult area –field next to food concessions
 - Mr. Northrop will reach out to the ROTC regarding a portable rock wall for the event.
- **Crafts/Activities**
 - To better facilitate the pumpkin distribution, a sign with procedures will be posted.

- The pumpkin station point person will also have a megaphone to help communicate procedures with the public.
- Staff & Volunteers are not to hold pumpkins for anyone.
- We will reach out to our sponsors, and aim to gain more sponsorship, to help staff the attractions safely in exchange for increased publicity via signs at the sponsored attraction(s)
- Face painting options were discussed.
- **Volunteers**
 - A brainstorm session was held during the meeting, and a list was compiled of organizations and businesses to reach out to for volunteers.

There being no further business, on a motion by Mr. Northrop and a second by Mr. Wood, the meeting was adjourned at 6:15pm.

Our next meeting of the Autumn Festival Committee will be held on Wednesday, April 10th.

Submitted by:

Derek J. Muller

Community and Recreation Center Supervisor