

**Montgomery Township  
Autumn Festival Committee  
Meeting Minutes**

**July 28, 2021**

The July 2021 meeting of the Montgomery Township Autumn Festival Committee was held Wednesday, July 28, 2021 at the Montgomery Township Administration Building. The members of the Committee in attendance included: **J.P. Northrop, David Wood, and Mary Griffith-Alfarano. Also in attendance were Carolyn McCreary Township Manager, Greg Reiff Public Works Director, Robert Johnson Community Relations Officer, Floyd Shaffer Recreation and Community Center Director, Angelina Capozzi Community Recreation Program Director, and Derek Muller Public Information Coordinator.**

**Regular Meeting**

**Call to Order:** Committee Chair J.P. Northrop called the meeting to order at 1:34pm.

**Pledge of Allegiance**

**Approval of Minutes:** Minutes from the May 2021 Autumn Festival Committee Meeting were approved on a motion by Mr. Wood and a second by Ms. Alfarano.

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

**Discussion Items**

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

- **Event Name** – To allow for proper planning for the 20<sup>th</sup> Autumn Festival in 2022, the 2021 community event will be titled “Montgomery Township Day.”
  - This adjustment was endorsed by the Board of Supervisors and approved by the Autumn Festival Committee.
  - On a motion by Mr. Northrop and a second by Mr. Wood, it was agreed to not use the name “Autumn Festival,” and to adopt the name “Montgomery Township Day” for the 2021 community event.
  - The Committee also endorsed the social media hashtag #monttwpday21 for promotional marketing purposes.
- **Sponsorships** – The sponsorship tiers will be evaluated and adjusted to reflect updated sponsorship benefits and allow businesses to sponsor the event at a reduced cost for this year’s event.
- **Vendors** - Vendors this year will be restricted to Montgomery Township volunteer committees as well as community-based non-profits, pending Township approval.
- **Entertainment** –
  - **Live Music** - The Committee discussed options for live music entertainment, including the rental of a stage for the day.
  - **Magic** – A magician and a stilt walker will be at the festival performing their walking shows.
  - A face-painter and a caricature artist will be present.

- Star Wars characters and a princess will be contacted as additional atmosphere entertainment for the day.
- **Amusements** – Ms. Capozzi presented the amusements that have been booked.
- **Fall Activities** – Pumpkin giveaways and decorating, as well as hay rides were discussed. For this year, there will be no scarecrow making station. Due to time constraints, an inflatable corn maze will be featured, rather than our traditional maze that is planted each year.
- **Food Vendors** – A variety of food vendors have been booked for the event. The lineup is being solidified.
- **Volunteers** – The Committee discussed organizations to reach out to for volunteers.
  - In this discussion, it was agreed to hire amusement attendants from the company providing the amusements to supervise the amusement area.

There being no further business, on a motion by Mr. Wood (Vice Chair) and a second by Ms. Alfarano, the meeting was adjourned at 3:02pm.

**Our next meeting of the Autumn Festival Committee will be August 18<sup>th</sup>, 2021 @ 2:30pm at the Community & Recreation Center.**

Submitted by:  
Derek J. Muller

Public Information Coordinator