

**Montgomery Township
Autumn Festival Committee
Meeting Minutes
October 12th, 2022**

The October meeting of the Montgomery Township Autumn Festival Committee was held Wednesday, October 12th 2022 in person at the Montgomery Township Recreation Center. The members of the Committee in attendance included: J.P. Northrop, Kim Gallo, and Mary Griffith-Alfarano. Also, in attendance were Carolyn McCreary Township Manager, Angelina Capozzi Community Recreation Program Director, and Derek Muller Public Information Coordinator. Joining us virtually was Tanya Bamford, Chairwoman of the Board of Supervisors.

Regular Meeting

Call to Order: J.P. Northrop called the meeting to order at 12:05pm.

Pledge of Allegiance

Approval of Minutes: On a motion by J.P. Northrop and a second by Mary Griffith-Alfarano , the minutes from the September 2022 Autumn Festival Committee Meeting were approved.

Public Comment: There was no public comment.

Discussion Items

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

- Autumn Festival
 - Ms. Capozzi and Mr. Muller discussed the set up times for the festival. Friday during the day the tables and chair will be set up as well as the signs for the event. Saturday morning most will arrive around 7:30 am - 8:00 am to finish the rest of the set up.
 - Mr. Muller explained that each station will have a cell phone. The stations are; pumpkins, scarecrows, amusements and volunteer tent.
 - Ms. Capozzi showed the vendor map and explained every vendor gets one table and two chairs. The parking passes were emailed out with instructions on where to go and how drop off works.
 - Mr. Muller commented that he was writing the open remarks for the event and has the sponsors listed to thank each of them.

There being no further business, on a motion by J.P. Northrop and a second by Mary Griffith-Alfarano, the meeting was adjourned at 12:35pm.

Our next meeting of the Autumn Festival Committee is November 9th @ 12:00 pm at Montgomery Township Recreation Center

Submitted by:

Angelina Capozzi Program Director

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