

**Montgomery Township
Autumn Festival Committee
Meeting Minutes**

April 14, 2021

The April 2021 meeting of the Montgomery Township Autumn Festival Committee was held Wednesday, April 14, 2021 virtually via Microsoft Teams. The members of the Committee in attendance included: **J.P. Northrop, David Wood, and Mary Griffith-Alfarano. Also in attendance were Robert Johnson Community Relations Officer, Floyd Shaffer Recreation and Community Center Director, Derek Muller Public Information Coordinator, and Matthew Quigg Board of Supervisors liaison.**

Regular Meeting

Call to Order: Committee Vice Chair David Wood called the meeting to order at 2:40pm.

Pledge of Allegiance

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

Public Comment: There was no public comment.

Discussion Items

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

- Vendors/Sponsors
 - Ms. Alfarano shared that businesses are currently advised to not sponsor major scale events in 2021 as the COVID-19 Pandemic continues.
- Entertainment & Amusements
 - Easy to clean and supervise amusement options are being explored.
 - A live band is the current frontrunner for musical entertainment.
 - Demonstrations/shows are being researched. At this point, a stilt walker and magician have been booked.
- Crafts/Activities
 - By limiting the number of guests in a closed off, designated area, traditional Autumn Festival crafts such as pumpkin decorating and scarecrow making appear to be feasible in some form.
- Food Concessions
 - A few food vendors have expressed interest and penciled in the date of the event.
 - To expand offerings, food trucks will be a highly pursued avenue for food concessions.
- Transportation
 - Transportation needs remain unknown as we determine the scale and location of the event.
- Volunteers
 - Volunteers will be recruited as we know about the roles needed for the event.
- **Autumn Festival event discussion relating to COVID-19:**

- With the uncertainty of the future course of the ongoing COVID-19 Pandemic, a discussion regarding planning our “typical” Autumn Festival was held.
- The form of our Fall Community Event(s) will be determined as further guidance is provided via the Commonwealth of PA & the Federal CDC regarding Community Events.

There being no further business, on a motion by Mr. Wood and a second by Mr. Northrop, the meeting was adjourned at 3:15pm.

Our next meeting of the Autumn Festival Committee is May 12th @ 2:30pm via Microsoft Teams.

Submitted by:
Derek J. Muller

Public Information Coordinator