

**Montgomery Township
Autumn Festival Committee
Meeting Minutes
April 13th, 2022**

The April meeting of the Montgomery Township Autumn Festival Committee was held Wednesday, April 13th, 2022 in person at the Montgomery Township Recreation Center. The members of the Committee in attendance included: J.P. Northrop, Alicia Sasso, Kim Gallo, and David Wood. Also, in attendance were Carolyn McCreary Township Manager, Floyd Shaffer Facility Supervisor, Greg Reiff Public Works Director, Robert Johnson Police Officer, 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 12:05pm.

Pledge of Allegiance

Approval of Minutes: On a motion by Mr. Wood and a second by Kim Gallo, the minutes from the March 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:

- Event Details
 - Ms. McCreary discussed that Jefferson Hospital is willing to be a sponsor for this year's Autumn Festival.
 - A discussion was held about whether or not to charge for amusements at this year's event. Mr. Wood noted he thinks it would be nice not to charge this year since we haven't had it in the past few years.
 - Ms. Capozzi discussed the option of having a food drive for this year's event & having attendees bring a donation on the list of items as their admission price.
 - Ms. Sasso had the idea of having a drop off at the CRC for the non-perishable donation items before the event.
 - The idea of wrist bands and stamps was discussed for scarecrows and pumpkins. Ms. Capozzi brought up the idea of one stamp for a pumpkin and one for the scarecrow to prevent long lines at the event.
 - T-shirts for staff and volunteers was decided. The logo winners design will be printed on the t-shirts. Volunteers will have one color while staff will have another.

- Entertainment/Demonstrations/Amusements
 - Ms. Capozzi gave an update about the face painters quote. It was decided that two face painters were needed for the event and we would book with INKenna.
- Transportation/Parking
 - Ms. McCreary gave an update that we are confirmed with Montgomery Elementary for parking.
- Volunteers
 - Mr. Muller noted that Giant Food Stores have offered to send some volunteers to help during the event.
- Food Vendors
 - Mr. Northrop asked what the update was for the beer garden.
 - Ms. McCreary gave an update that she is in contact with a few breweries but still checking licensing and other details.

There being no further business, on a motion by Mr. Wood and a second by J.P. Northrop, the meeting was adjourned at 1:18pm.

Our next meeting of the Autumn Festival Committee is May 11th @ 12:00 pm at William F. Maule Park at Windlestrae (weather permitting, backup will be at the CRC)

Submitted by:
Angelina Capozzi
Program Director