

Minutes

Stewart Park Festival Committee

**Meeting was held Thursday, February 24th, 2022, at 7:00 p.m.
Via zoom**

Present: Delores MacAdam, Matt McShane, Don Kindt, Susan Thompson, Peter Cochrane, Kendra Hobbs, Rob Marois and James Keelaghan

Regrets: Taisha Lesser, Gary Waterfield, David Kroetsch and Marcel Quenneville

Staff: Kari Clarke

Guests: Tracy Fawcett, Jahlani Burke and Jo Line Ong

Recorded by Kari Clarke

1. Third Meeting of 2022

- a. Called to order at 7:00 p.m. by SPF Chair, Delores MacAdam.
- b. Disclosure of Pecuniary Interest and General Nature Thereof
- c. Motion to approve the minutes - Minutes were not circulated to the committee well ahead of the meeting. Will be approved at the next regular meeting.

2. Disclosure of Additional Items

3. Unfinished Business

4. New Business

- A. Discussion of the April – What's the Commotions Event

5. Coordinator & Staff Reports

a. Marketing and Social Media Coordinator

- Planning a contest with tickets and food
- Campaign will be launched April 1st
- Creating a photo booth station for the concert

b. Sponsorship Coordinator

- Sponsorship team has contacted Perth Brewery and Top Shelf
- Will reach out to a winery

c. Volunteer Coordinator

- Need SPF Committee members to choose time slots to volunteer for the event
- Everyone will wear their SPF T-shirts

d. Children's Program Coordinator

- No update

e. Merchandise Coordinator

- No update

f. Vendor Market Coordinator

- Can Law and Orders set up early

g. Crystal Palace Coordinator

- No update

h. On-site/Backstage Coordinator

- Meeting with Al Torrance and tech to review for the April 22nd event

i. Artistic Director

- James will confirm meals for 16 people and Kari will arrange food at Maximilian's for 6 p.m.

j. Website

- Tracy will link website and ticket page

k. BIA Coordinator

- Kari will arrange for cruising tables
- Can be disassembled and store in one of the alcoves until Monday

6. Additional Items to be Discussed

7. Adjourn: Moved by Matt McShane that the meeting adjourns at 8:03 PM

8. Next meeting: to be held March 10, 2022, at the Perth Tea Room.

Chair, Delores MacAdam

Recording Secretary, Kari Clarke