



Agenda

Wellesley Apple Butter & Cheese Festival Committee

September 9th, 2025 – 7:30 p.m.

Bill Gies Recreation Complex – Meeting Room 201

1401 Queen's Bush Rd, Wellesley

1. **Call to Order:**
2. **Disclosures of Pecuniary interest:**
3. **Adoption of Minutes:** Motion to adopt the minutes of the July 8th, 2025 meeting as printed:
4. **Presentations/Delegations/Communications:**
5. **Unfinished Business:**
 - *Food handler Certification. Cassandra Smyth has taken the course. Update on other training.
 - *Transition to new storage building. **Derek Brick** to report if there have been any discussions with the Township.
 - *Gateway Signs. **Michael Fritz** to report on progress and status of CIP grant.
 - *Petting Zoo. **Jamie Reid** to report if a sponsor was found. **Carrie Siewert** to report if this is going ahead following submission to the Township.
 - *Potential projects for Festival Funds:
 - White netting for the arena. Danny Roth to provide pricing.
 - *Arena wall project. Larry Kryski or MaryAnne Perry to report on progress.
 - *Band for Festival Day.
 - *Souvenirs to celebrate the 50th anniversary of the Festival. Anniversary cans update. Another idea would be commemorative gifts for the vendors and/or volunteers.
 - *Wi-Fi for festival day
 - *The donation to the Wellesley Food Cupboard was approved by council at their August 26th council meeting. The cheque requisition has been submitted for payment.

6. **New Business:**

1. The 2025 Cultural Drivers of Tourism Program Funding Allocations have been announced and the Wellesley Apple Butter and Cheese Festival has been awarded \$25,980. Thanks to Jamie Reid for applying for this funding.
2. Cathy Koch and Theresa & Ron Bisch have been successful in sourcing aprons and some new smocks for the 2025 Festival. There are currently 16 red aprons, 9 green aprons and 19 Navy Aprons. The navy aprons are set aside for the breakfast booth. We also purchased 5 size 36 and 8 size 44 lab coats.
3. Process for washing the used clothing from Festival day needs to be determined.
4. The booth menu boards need updating.
5. Advertising opportunity with Leis Pet Truck.

Booth/Event Co-ordinators: Verbal updates (roundtable)

7. **Financial Report:** The Reserve balance as of September 4, 2025 was \$87,339.00. Interest for August has not been calculated yet. A donation of \$3,000 from the Waterloo Region Pork Producers is included. The Cultural Drivers Grant will be received in the next few months

O/S financial commitments are currently \$11,933.49 plus building permits and site preparation costs for the new gateway signs.

Float Requirements – We are currently working on the float requirements for the Festival and need everyone's price lists. Thanks to those who have already sent them in.

8. **Other Business:**

Request for donations to support the festival: Enova, local businesses.

Permits for Festival Day – have these been approved?

Wrap up dinner for board members:

9. **Next Meeting:** October or November 2025 at 7:30 p.m.

10. **Adjournment:**