



**DOORS OPEN MARKHAM 2025
ORGANIZING COMMITTEE**

**NOTES
Electronic Zoom Meeting
November 20, 2024**

Attendance

<p><u>Present</u> Andrew Fuyarchuk Agatha McPhee Kenneth Ng</p> <p><u>Staff</u> Laura Gold, Committee Coordinator Regan Hutcheson, Manager, Heritage Planning Renee Zhang, Manager, Corporate & Community Events</p>	<p><u>Regrets</u> Yat Chi Ling Jude Mahmoud Ken Steinberg Dominica Tang Regional Councillor Alan Ho Councillor Reid McAlpine Audrey Bouman, Corporate Communications Kisha Powell, Corporate Communications Tejinder Sidhu, Member, Markham Heritage Committee</p>
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1. CALL TO ORDER

The Doors Open Markham Committee convened at 5:35 PM with Kenneth Ng in the Chair without quorum.

The Committee briefly discussed strategies to improve meeting attendance, which included changing the meeting start time to 6:30 PM, following up on the status of Members that have not attended meetings, prescheduling the meetings for the year, and appointing new members.

The Clerk will also confirm whether quorum is required for Organizing Committees, as it was her understanding that quorum is not required for this category of committee. She will also confirm the status of the existing members and move forward with the appointment of new members.

The Committee agreed not to hold a meeting in December, and to preschedule the meetings on the fourth Wednesday of every month at 6:30 PM for 2025.

2. CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

3. ADOPTION OF THE NOTES OF THE DOORS OPEN MARKHAM ORGANIZING COMMITTEE MEETING HELD ON SEPTEMBER 11, 2024 AND ON OCTOBER 16, 2024

RECOMMENDATION: “THAT THE MINUTES OF THE DOORS OPEN MARKHAM ORGANIZING COMMITTEE MEETING HELD ON SEPTEMBER 11, 2024 BE ADOPTED

AND THAT THE NOTES OF THE DOORS OPEN MARKHAM ORGANIZING COMMITTEE HELD WITHOUT QUORUM ON OCTOBER 16, 2024, BE RECEIVED.”

The Committee reviewed the September 11th and October 16th Minutes, but did not approve them as there was no quorum.

4. MATTERS ARISING FROM THE MINUTES

(a) Communications

There was no discussion on this item.

(b) 2025 Event Plan

Renee Zhang displayed a document that she prepared which tracks the task required to organize the event both now and in the past. The document was prepared to create a record of how the event is organized.

5. EVENT PLANNING FOR 2025 DOORS OPEN MARKHAM EVENT

(a) Date of Event

After some discussion, the Committee agreed to move forward with hosting the 2025 Doors Open Markham event on September 20, 2025, from 10:00 AM – 5:00 PM, despite the museum not being able to participate on that day. The main reasons for not participating were related to the staffing requirements and fear that they would get negative feedback for not opening the full site as they did in 2024. A Member suggested making the Markham Village Train Station a bigger venue if the museum is unable to participate.

(b) Theme of Event and Potential Sites

The Committee reviewed a list of potential historical schoolhouses that could be showcased as part of the 2025 Doors Open Markham Organizing Committee, noting the theme of this year’s event is sports and education. Other non-educational facilities being showcased in the event could also be brought into the theme of the event by having displays of historical schoolhouses or sporting facilities that used to exist in that area.

The Committee asked Renee Zhang to ask if the Mount Joy School House located at Markham Museum could be included in the 2025 Doors Open Markham event, even though the museum will not be participating in the event. Regan Hutcheson will start reaching out to the owners of historic schoolhouses to determine if they are able to participate in the event. Andrew Fuyarchuk agreed to assist Regan with this task as required. Regan also agreed to create a map of the historic schoolhouses' locations for the next meeting. The Committee agreed to keep the hold on the traditional sites until there is enough volume of facilities that fall under the 2025 theme of education and sports. Once there are enough sites under the theme, the Committee can look at releasing some of the site

(c) Registration for Event with Ontario Heritage Trust

Regan Hutcheson will register the 2025 Doors Open Markham date prior to January 31, 2025, as the price to register goes up after this date.

(d) Budget

Renee Zhang noted that any outstanding invoices from the 2024 Doors Open Markham event should be submitted and processed as soon as possible so that they are processed prior to year end and so the final cost of event can be determined. The total 2024 event cost was anticipated to be within the budget. The preliminary 2025 budget for the Door Open Markham event will be discussed at the next meeting

6. NEW BUSINESS

There was no other business.

7. NEXT MEETING

The next meeting of the Doors Open Markham Organizing Committee will be held on the four Wednesday, January 22, at 6:30 PM.

8. ADJOURNMENT

The Doors Open Markham Committee adjourned at 7:00 PM.