

Senior's Hall of Fame Awards Committee

May 9, 2018

York Room

11:00 am

Attendance

Members: Yash Kapur, Javaid Khan, Ardy Reid, George George, Gail Leet, Lily Liu, and Pearl Mantell

Staff: Kaushalya Rajah, Emma Girard, and Laura Gold, Council/Committee Coordinator

Regrets: Councillor Colin Campbell, Councillor Amanda Collucci, Raj Sethi, Manickampillai Velauthapillai, and Alice Chau

| Item | Discussion | Action |
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| Call to Order | <p>The Senior's Hall of Fame Committee convened at 11:10 am with Yash Kapur presiding as Chair.</p> <p>It was noted that Tony Murphy resigned due to family commitments and Alice Chau who has been volunteering for the committee has now been appointed as an official member of the committee.</p> <p>Andrea Berry, Senior Manager, Corporate Communications Department could not attend the meeting due to sickness, Emma Girard, Communications Advisor was in attendance to report on matters pertaining to Corporate Communications Dept.</p> | |
| 1. Approval of the Minutes | <p>Moved by Pearl Mantell Seconded by Javaid Khan</p> <p>That the minutes of the March 28, 2017 Seniors' Hall of Fame Committee meeting be approved as presented.</p> <p>Carried</p> | |
| 2. Matters arising from the minutes | <p><u>Meeting Attendance</u></p> <p>There was a discussion on members not attending the meeting, especially if members miss 3 consecutive meetings, they could be requested to resign.</p> | |

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| | <p><u>Keynote Speaker</u></p> <p>There was a discussion about the Keynote speaker. There were suggestions invite the following dignitaries as key note speakers:</p> <ol style="list-style-type: none">1. David Tsubouchi, former MPP, has served on City of Markham's Committees and author2. Lorne Smith, Markham's official historian, former recipient of Mayor's Seniors Hall of Fame award and Achievement Civic Recognition Award, currently serves on Markham's advisory committee <p>There was a request to extend the time to put forth suggestions for potential key note speakers. The Committee decided to extend the date to make suggestions for the key note speaker until May 31st and make the decision regarding the keynote speaker at the next meeting.</p> | |
| 3. Terms of Reference | <p>Committee needed assistance with drafting the Terms of Reference for the Senior's Hall of Fame Committee. Laura Gold volunteered to be on the Sub-Committee to assist with the creation of the Term of Reference for the Committee.</p> | |
| 4. Planning and Undertaking of the 2018 Hall of Fame Event | <p>A. Promotion of the Award:</p> <p><u>Poster and Nomination Form</u></p> <p>It was noted that the nomination form is finalized and is posted on the website along with the Mayor's video.</p> <p>Gail requested the form and poster in JPEG format so that she could post them on the Senior's Advisory Committee's Facebook page. Andrea Berry / Emma Girard will email the poster to Laura Gold to forward to Gail Leet.</p> <p><u>Press Release</u></p> <p>Emma advised that the draft Press release will be distributed to the committee by the end of this week and that the Committee has to approve it before it could be released to the media.</p> <p><u>Canada Day</u></p> <p>There was a discussion on the promotion of the Award at the Canada Day, Mayor's Seniors Luncheon. It was noted that the Senior's Hall of Fame Committee will have a joint table with the Senior's Advisory Committee. The Corporate Communications Department will provide the</p> | <p>Email the poster and nomination form in JPEG format to Laura Gold - Andrea Berry/ Emma Girard</p> |

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| | <p>nomination forms, posters and pull up banner for the table. Laura Gold will get in touch with Renee Zhang and Yvonne Lord Buckley to confirm.</p> <p>Chair invited all the Committee Members to the Mayor's Seniors' Luncheon.</p> <p>B. Nomination form:</p> <p>The Committee requested to have an Information sheet in Chinese regarding the necessary information to complete the nomination form. The information sheet should clearly mention that the nomination form must be completed in English and directing inquiries to Lily Liu for assistance with translation.</p> <p>C. Obtaining nominations:</p> <p>The Committee was reminded that members need to reach out to the community and personally bring in nominations. 50 nomination forms were distributed to the Committee Members at the meeting.</p> | |
| B. New Business | <p>There was a question whether Committee Members could have access to the list of previous award recipients and nominees. Laura Gold will provide the information to the Committee Members interested in the list.</p> | <p>Provide access to the list of previous award recipients / nominees – Laura Gold</p> |
| C. Date of Next Meeting | <p>Wednesday, June 20, 2018, at 11:30 a.m.</p> <p>Note: The meeting will still end at the regularly scheduled time.</p> | |
| D. Adjournment | <p>The Senior's Hall of Fame Committee adjourned at 12:11 p.m.</p> | |