



**MINUTES**  
**Markham Sport Hall of Fame Committee**  
**October 16, 2017**  
**Markham Pan Am Centre**

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**Committee Members**

Mayor Frank Scarpitti (Arrived 7:27 pm)  
Regional Councillor Nirmala Armstrong  
(Arrived 6:57 pm)  
Councillor Don Hamilton (Arrived 6:47 pm)  
Councillor Colin Campbell  
Jason Sheldon  
Paul Cicchini  
Kelly O'Hanlon  
Meg Stokes  
Rila Levine  
Cathy McKnight  
Bruce Barnett  
John Collie

**Staff**

Stephen Chait, Director, Economic  
Growth, Culture and Entrepreneurship  
Josh Machesney, Acting Legislative  
Coordinator, Committee Clerk

**Regrets**

Rukshan Para  
Ron Anderson  
Mark Saito  
Anderson Mendonca

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The Markham Sports Hall of Fame Committee meeting convened at 6:41 pm with Meg Stokes as Chair.

**1. ADOPTION OF THE SEPTEMBER 11, 2017 MINUTES**

The September 11, 2017 Markham Sport Hall of Fame Committee meeting minutes were adopted.

**2. UPDATES FROM GALA SUB-COMMITTEE**

John Collie provided an update from the Gala Sub-Committee. He indicated that the Sub-Committee had decided on Tuesday September 25, 2018 at Angus Glen Golf Club as the date and location for the inaugural Markham Sport Hall of Fame Gala. He informed the Committee that they will be required to put a 25% (\$10,371.89) down payment immediately to secure the reservation.

Meg Stokes, Chair, inquired as to how members envisioned the ambiance of the Gala. Members discussed their expectations for dress, and the Committee tentatively agreed upon business formal attire. Members also offered ideas as to what features the Gala

might have. Members suggested having a silent auction, large video screens throughout the venue, sports cars outside, and sports trivia at tables.

### **3. UPDATES ON WEBSITE DESIGN & RYERSON DISCUSSIONS**

Cathy McKnight provided an update on the website design for the Markham Sport Hall of Fame. She indicated that she expects the launch date for the website beta will be by May 2018, if assisted by Ryerson University Sport Media students. She also indicated that the website will use a cloud-based content management system, and that a WordPress or similar format to publish content will be ideal to start out with as it is accessible and relatively easy to use. The forms for the website have been sent to the City Solicitor to affix disclaimers.

Stephen Chait informed the Committee that in terms of approval, the Committee will not need City approval for the Markham Sport Hall of Fame website design. However, website content will likely need to be approved by the City's legal department.

Cathy also provided an update on the discussion with the Ryerson University Sports Media program. She informed that various job opportunities with the Markham Sport Hall of Fame were put out to third and fourth year students, as well as students at Durham College, George Brown College, and Seneca College. Cathy indicated that she expects to receive an update on the applications by Wednesday October 18<sup>th</sup>.

### **4. PRESENTATION OF THE REVISED TERMS OF USE**

Meg Stokes provided a brief overview of the revised Terms of Use agreement that was drafted in conjunction with the City's CAO's Office.

### **5. MSHOF DRAFT BUDGET AND GALA BUDGET PRESENTATION**

Meg Stokes reviewed the draft budgets for the Gala and the Markham Sport Hall of Fame. She noted that many of the figures were approximate, and asked that if any other members had more accurate figures to provide them to her so she can make adjustments to the budgets. There was also discussion regarding the variability of the ticket sale revenue, depending on how many complementary tickets sponsors and inductees will receive for the Gala.

### **6. MSHOF DRAFT SPONSORSHIP/PARTNERSHIP PRESENTATION**

Meg Stokes reviewed the Draft Sponsorship/Partnership presentation. The presentation provided detail on which benefits different levels of Markham Sport Hall of Fame and Gala sponsors would receive.

Meg noted that there will be three levels of Markham Sport Hall of Fame sponsors: Legacy Founder, Founder, and Legacy Sport Club Founder. There was discussion around reducing the number of Legacy Founders from 8 to 6. She also noted there

would be three levels of Gala specific sponsors: Gold, Silver and Bronze – though these names are subject to change.

## **7. OTHER/NEW BUSINESS**

### Signage

Meg Stokes informed that it would be approximately two years before signage could be purchased or other capital expenditures could be made.

## **8. NOVEMBER MEETING DATE**

The next Markham Sport Hall of Fame Committee meeting is scheduled for Monday November 13<sup>th</sup>.

## **ADJOURNMENT**

The Markham Sports Hall of Fame Committee meeting adjourned at 8:15 p.m.