

Senior's Hall of Fame Awards Committee

August 23, 2017

York Room

11:00 am

Attendance

Members: Yash Kapur, Chair, Raj Sethi, George George, , Manickampillai Velauthapillai, Pearl Mantell, Javaid Khan

Staff: Josh Machesney, Acting Legislative Coordinator, Sara McMillen, Senior Management of Corporate Communications & Community Engagement

Regrets: Councillor Colin Campbell, Councillor Amanda Collucci, Gail Leet (LOA), Lily Liu, Zavina Kheir and Ardy Reid

Item	Discussion	Action
Call to Order	The Senior's Hall of Fame Committee convened at 11:15 am with Yash Kapur presiding as Chair.	
1. Approval of the Minutes	The Committee reviewed and approved the minutes from the June 12, 2017 meeting.	
2. Planning and Undertaking of the 2017 Hall of Fame Event	<p>Sara McMillen, Senior Manager, Corporate Communications & Community Engagement was present to provide an update. She advised the Committee that her department is working on completing a number of items in preparation of the event, including speaking notes for the Mayor and Councillors, run sheets for the organizers, certificates from the Mayor for the inductees, updating brochures and creating promotional advertisements for the event. She informed that business cards with the web address where event pictures will be posted will be made available to Committee members at the event.</p> <p>Yash Kapur (Chair) provided a brief update on the status of preparations for the event. He indicated that everything is on track. He reminded Committee</p>	

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	<p>members of several important dates, including the deadline for nominations (September 8th at midnight), the meeting to evaluate and judge nominations (September 13th at 11:00 am), and the Hall of Fame Event taking place at the Civic Centre on October 2nd from 5:30-7:30 pm.</p> <p>There was also discussion regarding a potential “last minute” meeting on September 6th to review and confirm any prudent items and have Laura Gold collect any outstanding nominations submitted to Committee members before the deadline.</p> <p>Once again, the Committee felt that the picture in the City publication following the event should feature only inductees, committee members and the Mayor.</p>	
3. An Update on the Key Note Speaker and Guest of Honour	<p>Yash Kapur confirmed that Lloyd Robertson has accepted the invitation to attend as the Keynote Speaker for the event. Guest of Honour, Minister Dipika Damerla, informed that she will be unable to attend due to a previous scheduled engagement; however, she will record a video message to be displayed at the event.</p>	
4. Evaluation Criteria	<p>Hard copies of the evaluation criteria were distributed at the meeting. Yash Kapur reminded members that the evaluation criteria is a work in progress and encouraged members to use objectivity in their evaluations of nominations.</p>	
5. New Business	<ul style="list-style-type: none">• Event Brochures Sara McMillen advised the committee that the event brochures are being redeveloped from last year, and will include more visuals and pictures of Committee members and volunteers for the event this year.	

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6. Date of Next Meeting	The next meeting will tentatively take place on September 6 th at 11:00 AM.	
7. Adjournment	The Senior's Hall of Fame Committee adjourned at 12:05 pm	