

Senior's Hall of Fame Awards Committee

May 3, 2017

Council Chamber

11:00 am

Attendance

Members: Councillor Colin Campbell , Councillor Amanda Collucci, Yash Kapur, Chair, Pearl Mantell, Vice-Chair, George George, Ardy Reid , Manickampillai Velauthapillai, Javaid Khan, and Zavina Kheir

Staff: Sara McMillen, Senior Management of Corporate Communications & Community Engagement, Laura Gold, Council/Committee Coordinator

Regrets: Raj Sethi

Item	Discussion	Action
1. Call to Order	The Senior's Hall of Fame Committee convened at 11:02 am with Yash Kapur presiding as Chair.	
2. Approval of the Minutes	The Committee reviewed and approved the minutes from the March 29, 2017 meeting.	
3. Planning of the 2017 Senior's Hall of Fame Event	<p>The Committee discussed the following for the 2017 Senior's Hall of Fame Event:</p> <p><u>Date of Event</u></p> <ul style="list-style-type: none">Have confirmed that the event will be held on Monday, October 2, 2017 – 5:30 – 7:30 pm; <p><u>Speakers at Events</u></p> <ul style="list-style-type: none">Asked the Mayor to invite Lloyd Robertson and Dipika Damerla to speak at the event and Peter Mansbridge if Lloyd Robertson is unable to attend;Will follow-up with Mayor's Office to see if the Mayor has received any responses to the invitations to speak at the event – Laura Gold	Follow up with the Mayor's office regarding inviting the recommended speakers to the event – Laura Gold

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	<p><u>Nomination Deadline and Adjudication Date</u></p> <ul style="list-style-type: none"> Based on feedback from the Mayor's Office, the nomination deadline and adjudication date were changed as follows: <ul style="list-style-type: none"> Nomination deadline – September 8, 2017 Packages available for pick – September 11, 2017, 4:00 pm, Information Markham Adjudication of nominations – September 13, 2017, 10:00 am Possible Interviews of shortlisted nominations - September 14 and 15, 2017 <p><u>Poster and Nomination Form</u></p> <p>Committee reviewed the 2017 poster and nomination form and made the following suggestions:</p> <ul style="list-style-type: none"> Replace picture on poster with picture of Committee and winners; Replace picture on nomination form with updated picture of winner; Arrange for nomination form and poster to be translated into Chinese; <p><u>Promotion of Nominations</u></p> <ul style="list-style-type: none"> Asked for Councillors to promote the event in their newsletters; Suggested partnering with the Library to promote nominations; Asked for an update on the video of the Mayor promoting nominations to be created and displayed on Canada Day; <ul style="list-style-type: none"> Video created last year is date specific, therefore, either needs to be redone or edited. Have booth at Senior's Canada Day Luncheon <ul style="list-style-type: none"> Suggested creating a standing display or a blown up poster on an easel at the event; Will need a table and two chairs for the booth. <p><u>Evaluation Criteria</u></p> <p>The Committee discussed the evaluation criteria. A Committee Member suggested the following changes to the criteria:</p> <ul style="list-style-type: none"> Give more credit to variations in the types of volunteers; Recognize unique contributions of volunteers; 	<p>Update nomination form and poster to reflect the committee's suggestions – Sara McMillen</p> <p>Arrange for finalized form to be translated to Chinese</p>

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	<ul style="list-style-type: none">Consider if they are making an impact on the whole community or on a smaller group of the community or consider the scale of the impact;Possibly interview shortlisted nominees at Civic Centre or at their home to better understand their passion for volunteering and impact on the community; <p>The Committee will continue its discussion of the evaluation criteria at the next meeting. Zavina Kheir to provide Ardy Reid with a copy of the evaluation form.</p>	Provide Ardy Reid with copy of the evaluation form from last year – Zavina Kheir
4. New Business	There was no new business	
5. Next Meeting Date	The next meeting of the Senior's Hall of Fame Award Committee will be held on Wednesday, May 31, 2017 at 11:00 am.	
6. Adjournment	That the Senior's Hall of Fame Committee adjourned at 12:05 pm	