



MINUTES
Markham Sport Hall of Fame Board
June 09, 2016
Markham Pan Am Centre

Board Members

Bruce Barnett
Councillor Colin Campbell
Paul Cicchini
John Collie
Councillor Don Hamilton
Rila Levine
Kelly O'Hanlon
Mark Saito
Mayor Frank Scarpitti
Jason Sheldon
Meg Stokes

Staff

Janis Cookson, Manager, Sports
Development
Mary Creighton, Director of Recreation
Christina Lee, Recording Secretary

Regrets

Ron Anderson
Regional Councillor Nirmala Armstrong
Cathy McKnight
Anderson Mendonca
Rukshan Para

The Markham Sport Hall of Fame Board meeting was officially convened at 6:10 p.m.

1. ADOPTION OF THE May 12, 2016 MINUTES

The May 12, 2016 Markham Sport Hall of Fame Board meeting minutes were adopted as distributed.

2. SUB-COMMITTEE UPDATES

Selection, Research and Induction – Jason Sheldon and Kelly O'Hanlon

- the sub-committee has met and distributed a draft of the selection and nomination criterion for the Board's consideration.

Following discussion, the categories agreed upon were Athlete, Team and Builder, including the retired and non-retired status and 10 years to distinguish current vs. retired athletes

- Specific wording for each category will be further developed including comments concerning athletes/teams competing for the City, within the City, etc.
- The Selection, Research and Induction sub-committee will draft weighting criteria for nominated athletes to be circulated to the Board.

Communications and Research – Mark Saito

- the sub-committee is working on
 - key messaging for the MSHOF and expect to have some drafted in the next week or two
 - a communications calendar / schedule that will be on a spreadsheet / Gantt Chart, to precisely map for the Board, workflow of all ongoing tasks, timelines, critical path and budgeting

Design and Technology – Rila Levine

- In their meeting of April 27, 2016, the sub-committee considered the design possibilities of the Hall of Fame and the related costs. The sub-committee is studying how to create a site that is a “destination”; that creates a legacy of Pan Am and Markham athletes; how to make the site self-sustaining; that draws regular attendance; how much of the site should be physical and how much should be virtual while keeping the City’s vision of a Sport Hall of Fame in mind.
- The sub-committee members have divided the workload investigating the approximate associated costs:
 - Ms. Levine is investigating the approximate costs for interactive boards, digital displays and physical showcases
 - Ms. McKnight is focusing on website, design, build and maintain
 - Ms. Creighton is researching the costs of banners.

In discussion, it was suggested that the Board of Trade could be a source of suppliers and talent.

Finance – John Collie

- The sub-committee is focusing on financial sustainability largely through sponsorships and donations.
- Mr. Collie has created a spreadsheet for MSHOF Sponsorships, Donations, Prospects and Leads. The spreadsheet was distributed to all Board members so each member can populate the sheet with their contacts in any organizations which should be reached. Mr. Collie will compile a master sheet to discuss with Dennis Flaherty, Director of Corporate Communications as to which contacts the Board may approach.
- The sub-committee is also working on sponsorship levels; possible packaging opportunities, website links.
- The sub-committee is also investigating fundraising options to galas such as: sports events for businesses; events where corporate teams can compete; sports days and fun runs.

3. NEW BUSINESS

There was no new business.

ADJOURNMENT

The Markham Sport Hall of Fame Board meeting adjourned at 7:27 p.m.