

Senior's Hall of Fame Awards Committee

July 27, 2016

Ontario Room

11:00 am

Attendance

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

Committee Volunteers: Alice Chau, and Richard-Tu

Staff: Laura Gold, Council/Committee Coordinator

Regrets: Councillor Amanda Collucci, Ardy Reid , Raj Sethi and Michael Blackburn, Advisor, Marketing and Communication, and Lorraine Li, Special Assistant to Mayor Frank Scarpitti

Item	Discussion	Action
1. Call to Order	The Senior's Hall of Fame Committee convened at 11:04 am with Yash Kapur presiding as Chair.	
2. Approval of the Minutes	Moved by Pearl Mantell Seconded by Zavina Kheir That the Minutes from the June 8, 2016 Senior's Hall of Fame Committee be approved as presented. Carried	
3. Event Undertaking	Marketing and Promotion Update The Committee reviewed the draft e-blast promoting the Senior's Hall of Fame Awards. It suggested that the poster be used for the e-blast as it is more comprehensive.	

Item	Discussion	Action
	<p>The following will be undertaken throughout the summer months to promote nominations:</p> <ul style="list-style-type: none">• Electronic information boards (TVs in facilities)• Electronic marquees outside facilities• Flyers at city sites• Posters on public boards• Posters at Seniors Centres• Customer contact centre on-hold messaging• Social media promotions• Snapd July edition• Markham Review July edition• City Page ads <p>b. Flag Raising Ceremony</p> <p>Community & Home Assistance to Seniors (CHATS) has confirmed that it will participate in the flag raising ceremony, which will be held before the awards ceremony. Three or four representatives from CHATS will attend the event. They will also be providing a short speech in the Great Hall at the event.</p> <p>c. Canada Day Event</p> <p>The outreach at the Canada Day luncheon went well. The Committee distributed many nomination forms both in Chinese and in English to Markham seniors at the event.</p> <p>The Committee asked why the video promoting seniors nominations was not displayed at the luncheon. The Committee Clerk will look into this inquiry and report back.</p> <p>d. Date of Judging</p>	<p>Find out why the video promoting the nominations was not shown at the Canada Day Seniors Luncheon – Laura Gold</p>

Item	Discussion	Action
	<p>The Committee agreed on the following dates:</p> <ul style="list-style-type: none">• Firm up judging criteria - August 31, 2016 Committee meeting, 11:00 am• Pick up nomination submissions – Tuesday, September 6, 2016 after 4:00 pm• Judge nominations – Thursday, September 8, 2016 – 9:30 am, lunch to be provided• Submit names of winners to Mayor's Office – September 9, 2016 or earlier if possible <p>e. Speakers at Event</p> <p>The Committee Clerk was asked to follow up with Lorraine Li regarding whether there will be a speaker at the event.</p>	<p>Follow up with Lorraine Li regarding whether there will be a speaker at the event – Laura Gold</p>
4. Update on Obtaining Nominations	<p>The Committee spoke about some of the challenges they were facing getting nominations and they were following up with the groups they approached regarding submitting nominations.</p> <p>Every Committee Member was asked to submit two completed nomination forms at the next meeting. Member can help the nominator complete the nomination form if required.</p>	
5. Continuation of the Review of the Form	<p>The Committee agreed to meet after the Senior's Hall of Fame Awards Ceremony to review and approve a new nomination form for 2017.</p>	
6. New Business	<p>There was no new business.</p>	
7. Next Meeting Date	<p>The next meeting of the Senior's Hall of Fame Awards Committee will be held on Wednesday, August 31, 2016, at 11:00 am.</p>	
8. Adjournment	<p>That the Senior's Hall of Fame Committee adjourned at 11:49 am.</p>	