

Senior's Hall of Fame Awards Committee

April 19, 2016

11:00 a.m.

York Room

Attendance

Members: Councillor Amanda Collucci, Raj Sethi, Manickampillai Velauthapillai, Yash Kapur, Pearl Mantell, and Zavina Kheir

Staff: Lorraine Li, Special Assistant to Mayor Frank Scarpitti, Michael Blackburn, Advisor, Marketing and Communication, and Laura Gold, Council/Committee Coordinator

Regrets: Councillor Colin Campbell

Item	Discussion	Action
1. Call to Order	The Senior's Hall of Fame convened at 11:00 am.	
2. Introductions	The Committee Members introduced themselves.	
3. Election of the Chair	The Committee Clerk reviewed the role of the Chair. Some of the roles and responsibilities included: • Regularly attends meetings • Reviewing agendas and minutes • Being the spokesperson for Committee • Being the main contact for City staff • Enforcing decorum at meetings • Putting motions to a vote • Ensuring all members contribute to Committee discussions • Ensuring a safe environment for Committee Members to share and express their opinions • Providing leadership to the Committee by acting as a facilitator and team builder The Committee discussed the following different types of committee structures: 1) having two Co-Chairs; 2) having only a Chair; and 3) having a Chair and Vice-Chair.	

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	After some discussion, the Committee agreed to elect a Chair and Vic-Chair. Moved by Councillor Amanda Collucci Second by Yash Kapur That the Senior's Hall of Fame Committee approve a Chair and Vice-Chair Committee structure. CARRIED Committee Members interested in being Chair or Vice-Chair were requested to submit a bio to the Council/Committee Coordinator prior to the next meeting, which will be circulated with the agenda package. Elections for these positions will be held at the next meeting.	Send bios to Council/Committee Coordinator – Committee Members interested in being Chair or Vice-Chair
4. Committee Membership	The Committee asked if one or two Chinese seniors could be appointed to the Committee to help promote the award to the Chinese community. Councillor Collucci agreed to try to assist with this request.	Recruit two Chinese seniors to join the Committee – Councillor Collucci
5. Reflections from Last Year's Seniors Hall of Fame Event	The Committee suggested that the following be looked at for this year's Senior's Hall of Fame Awards: • Whether past nominations should be re-considered • Whether the nomination form can be updated so that nominations can be considered for more than one year • Increasing the number of nominations • Reviewing and possibly changing the criteria to bring in more nominations (e.g. reducing the Markham residency requirement from 10 to 5 years) • Adopting a standard nomination and evaluation process • Improving the marketing of the award • Deciding which groups the Committee should target to get nominations ○ Schools ○ Families	

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6. Planning and Undertaking of the 2016 Senior's Hall of Fame Event	○ Friends of seniors Lorraine Li will present a list of high level milestones that need to be undertaken for the 2016, Mayor's Seniors Hall of Fame Awards.	Present list of high level milestones for the 2016 Senior's Hall of Fame – Lorraine Li
7. New Business	There was no new business.	
8. Date of the Next Meeting	The next meeting will be held in two weeks, on Wednesday, May 4, 2016, at 11:00 am. The following items will be included on the agenda: • Election of Chair and Vice-Chair • Review of nomination criteria • Review of marketing plan and target audiences • Brainstorming for new ideas • List of key milestones • Selecting th day of the event	Add agenda items (see text) to the next agenda – Laura Gold
9. Adjournment	The Senior's Hall of Fame Awards Committee adjourned at 12:41 pm.	