

Seniors Hall of Fame Awards Committee

June 24, 2015

Mayor's Board Room

Attendance

Members: Councillor Colin Campbell, Gail Leet, Chair, Tony Murphy, Raj Sethi, and Manickampillai Velauthapillai

Staff: Lorraine Li, Special Assistant to Mayor Frank Scarpitti, Emma Girard, Production and Quality Coordinator, and Laura Gold, Council/Committee Coordinator

Regrets: Councillor Amanda Collucci, Zavina Kheir, Pearl Mantell, Yash Kapur, Angie Hever and Mary Charbonneau

Item	Discussion	Action Item
1. Call to Order	The Senior's Hall of Fame Award Committee convened at 11:02 a.m. with Gail Leet presiding as Chair.	
2. Minutes	The Committee reviewed the minutes and had no changes, but the approval of the Minutes was deferred to the next meeting, as there was no quorum.	
3. Business Arising From the Minutes	The Committee reviewed the action items from the previous meeting.	
4. Update on Event Promotional Materials	<u>Nomination Form</u> One nomination form was submitted. <u>Canada Day</u> The following update was provided: - Nomination form, poster/flyer and large poster are all be printed by the end of the week (note: print an extra 50 English nomination forms, and 20 extra poster/flyers for the committee) - Provide Pillai with copies of the nomination form (note: forms can sent to the Armadale Community Centre via interoffice mail to the attention of Pillai) - Easel and banner will be brought to the Canada Day event (note: Lorraine to track	Send nomination forms to Pillai via interoffice mail- Laura Track down banner - Lorraine

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	down the banner for table) • Emma will coordinate with Melissa the logistics with respect to getting all the supplies to the Canada Day booth • The Canada Day Committee has provided two Chinese volunteers to help with the booth on Canada Day • CARP has submitted the flag raising request to the Clerk's Office; • Website has been updated and will be live soon, excluding adding the pictures of past winners that were previously removed from the website, which Emma will look into (note: picture of past winners will not be uploaded on time for Canada Day, as staff will need to search for the photos) • Video is scheduled to be made this week (note: add video to website when completed and send a link to the Committee) • Send out evite to Councillors with the nomination information encouraging them to seek nominations	Organize with Melissa the logistics of getting the supplies to the event - Emma Look into adding the photos of past winners that were removed from the website – Laura Gold Add pictures of past winner back to website - Emma Add video to website and send link to video to Committee – Emma Send evite to Councillors with the nomination information - Emma
5. Next Meeting	The next meeting of the Seniors' Hall of Fame Awards Committee will be held on Wednesday, August 5, 2015 at 11:00 a.m. in the Mayor's Board Room.	
6. Adjournment	The Seniors' Hall of Fame Awards Committee adjourned at 11:35 p.m.	