

**Seniors' Hall of Fame Awards Committee**  
**Wednesday, March 30, 2011**  
**Mayor's Board Room**  
**11:00 a.m.**

**Attendance:**

Ralph, Capocci, Chief of Staff, Mary Charbonneau, Dennis, Flaherty, Director of Corporate Communications & Community Relations, Laura, Gold, Committee Clerk, Margret Jones, Ashok Joshi, Gail Leet, Tony Murphy, Barbara Taverner, Marjorie Rebane, Raj Sethi, Chair, and Ada Yeung

**Regrets:**

Rose Harrison

Item	Discussion	Action Item
1. Opening Remarks	<p>The Seniors' Hall of Fame Awards Committee convened at 11:05 a.m. with Raj Sethi presiding as Chair.</p> <p>The Chair welcomed the new members. It was noted that Barbara Taverner was a past recipient of the Seniors' Hall of Fame Award.</p>	
2. Adoption of the Agenda	There were no changes or additions to the agenda.	
3. Approval of Minutes	The Seniors' Hall of Fame Award Committee Minutes were approved as presented.	
4. Business Arising from Minutes	<p>The following updates were provided in regards to the promotion of the Seniors Hall of Fame Awards.</p> <p>1. In Markham Life (goes to 80,000 households) (will be distributed to households</p>	Provide Marjorie Rebane with the contact information for ATN community

	<p>on April 23, includes why nominees won in the past);</p> <ol style="list-style-type: none"> <li>Through registered Rate Payers Associations in Markham (will be sent out at the same time the ad runs in the Markham Economist &amp; Sun);</li> <li>Through Town Boards and Committees (will be sent out at the same time the ad runs in the Markham Economist &amp; Sun);</li> <li>On the Town page In the <u>Markham Economist &amp; Sun</u> and <u>Thornhill Liberal</u> (3 or 4 times starting April 7);</li> <li>Through a media release launching the nomination process (Marjorie Rebane is working on the media release);</li> <li>On the Town's website;</li> <li>In <u>Snap</u> magazine/newspaper through the Mayor's monthly Message (was included in April edition);</li> <li>A two (2) minute interview on ATN community message board with the Mayor, Chander Shekhar and the Chair will try to be arranged (BarbTaverner will provide Marjorie Rebane with the contact information).</li> </ol>	<p>message – Barbara Taverner</p>
<p>5. Publicity (e.g. flyer and posters)</p>	<p>The Committee requested that Ada Yeung obtain permission from the School Board to distribute the event poster and nomination form to Markham schools. It was also recommended that the poster and nomination form be distributed through the following group: Markham Board of Trade; Mayor's Youth Taskforce; Swan Lake Retirement Home; Fairchild; Unionville Festival and the Markham Arts Council.</p> <p>There was a suggestion to create a newsletter about previous award recipients. Staff advised they would consider the request. It was reported that past award recipients are eligible to receive a higher award than previously awarded. Past award recipients are also invited to the event.</p> <p>The Chair read his letter about the event to the Committee. The letter was requested to be emailed to Marjorie Rebane to use for the media release.</p> <p>Gail Leet advised that she would write an article about the Seniors' Hall of Fame Awards and submit it be included in Snap Markham.</p>	<p>Obtain permission from School Board to distribute event material to Markham Schools – Ada Yeung</p> <p>Consider creating a newsletter of past award recipients – Town Staff</p> <p>Provide Marjorie Rebane with an electronic version of the letter from the Chair regarding the</p>

	Ada Yeung will have the nomination form translated into Chinese.	event – Raj Sethi Write article about the event and submit it to Snap Markham – Gail Leet
6. Nominations So Far	<p>Members reported the number of nominations they had to date:</p> <p>Tony Murphy - three (3); Margret Jones – three (3); Gail Leet – zero (0) Ada Yeung – zero (0) Mary Charbonneau – zero (0) Ashok Joshi – zero (0) Raj Sethi - ? Barbara Taverner – zero (0)</p> <p>It was noted that the formal campaign has not formally started at this time. The Committee Clerk was requested to email both the event poster and the nomination form to the Committee.</p>	Email nomination form and event poster to Committee – Committee Clerk
7. Other Business	<p>The Chair was requested to provide Michelle Gibbons with the contact information for ordering the awards. The quality of last year's awards was questioned. The vendor was requested to ensure the awards were of high quality.</p> <p>Tony Murphy was thanked for being the Master of Ceremonies for the Irish event held at Civic Centre on the week of Saint Patrick's Day.</p>	Provide Michelle Gibbons with contact information and ensure awards are of high quality - Raj Sethi
8. Next Meeting	The next meeting of the Seniors' Hall of Fame Awards Committee will be held on Monday, April 11, 2011 at 12:00 p.m.	
9. Adjournment	The Seniors' Hall of Fame Awards Committee Adjourned at 12:25 p.m.	