



MEETING MINUTES

GUELPH SPORTS HALL OF FAME

BOARD OF DIRECTORS

DATE February 20, 2018
 CHAIR Andy Behnan
 ATTENDEES Coralee Barfoot, Lynne Briggs, Carolyn Lee, Wayne Mizen, Larry Townsend, Adam Stewart, Andrew Maloney
 REGRETS Michael MacIntyre

	Agenda Item	Action Item
1	<p>Approval of Agenda. Carried as Amended with Adam Stewart providing an update in agenda item #4. Larry/Carolyn</p>	
2	<p>Approval of Minutes of November 21, 2017 meeting. Carried: Carolyn/Larry Chair mentioned that Marie Denham is interested in serving on Selection Committee. Discussed further under agenda item #8 Personnel Updates.</p>	
3	<p>Review of Outstanding Action Items:</p> <ul style="list-style-type: none"> • Andy spoke with Ron Gumbley and thanked him for his time spent on Selection Committee. • Draft thank you letters for former members of Selection Committee and Board of Directors has been done and Andy will review. • Clarification was made to Lynne that it is actually a box for Hall of Fame Nomination Forms that the Board would like to have placed in City arenas. • Lynne contacted Shari Dorr and let her know the process for applying to the Board for the position. 	<p>Coralee will send Andy electronic copies of the letters. Once Andy approves the draft letters Coralee will send them out.</p> <p>Lynne will follow up on having a nomination form box at appropriate City facilities.</p>

	<ul style="list-style-type: none"> • Additions to this Agenda: - Adhoc Nomination Committee - Media category - Guest speaker contract review 	
4	<p>Update on Kiwanis Celebrity Sports Hall of Fame Dinner Planning & Guest Speakers</p> <p>Adam provided an update from the meeting he had with Larry, Wayne and Andy. He made suggestions to enhance sale of dinner tickets and spread the word for seeking Hall of Fame Nominations.</p> <p>Suggestions included:</p> <ul style="list-style-type: none"> • Using event management software for ticket purchasing (Eventbrite). Tickets will continue to be sold by Coralee and Patty. • Creating a video message that could be played at the dinner and/or on the Hall of Fame Website that explains the Nomination and Induction process. • Collection of email addresses from attendees and send emails to everyone for a 'call to nominate' with message about the process for nominations and timeline for submission. Consideration could be given to collect email addresses at the door. Would need to consider privacy laws. • Creating a brochure that explains the nomination and induction process and including it on the nomination form or separately. <p>Dinner Planning Tasks List was reviewed.</p> <ul style="list-style-type: none"> • Adam will invite the media people to stay for dinner. • Nomination forms will be included in envelopes for ticket purchasers. <p>Wayne provided an update on Guest Speakers:</p> <p>Confirmed Guest Speakers:</p> <ul style="list-style-type: none"> • Todd Hlushko • Greg Marshall • Lori Josephson <p>Possible Guest Speakers</p> <ul style="list-style-type: none"> • Ken Dryden • Joe Bowen • Sami Jo Small 	<p>Adam will investigate.</p> <p>Adam will work on creating this brochure.</p> <p>Coralee will put nomination forms and brochure in with purchased tickets.</p>

	<ul style="list-style-type: none"> • Genevieve Lalonde 	Andrew Maloney will follow up with G. Lalonde to see if she is interested in being a Guest Speaker.
5	<p>Adhoc Nomination Sub-Committee Suggestions:</p> <ul style="list-style-type: none"> • Send info to local sports groups and encourage nominations to Hall of Fame. • (from Adam) Set up a Hall of Fame display at Civic Museum. • (from Adam) Advertise on Storm Scoreboard and rink boards. • Paul Osborne to add to his speaking notes for the night of the dinner. 	<p>Carolyn will ask Chuck Miller if he will assist with reaching out to local sports groups and encourage nominations plus Chair a Committee to develop strategies to generate nominations.</p> <p>Lynne and Coralee will follow up with appropriate City Hall staff re museum availability, staff availability to set display up, material needs, and costs.</p> <p>Lynne will follow up with her contact re the possibility of advertising on score clock and rink boards, plus promotion via the P.A. Announcer.</p> <p>Coralee will place nomination forms in with tickets.</p>
6	<p>Guest Speaker Contract Review Andrew emailed contract for Board members information. Contract will be used for all guest speakers that will be paid.</p>	
7	<p>Media Category If this category is developed, criteria would need to be established. If we continue to consider such nominations in the Builder category, criteria wording needs to be added. Further discussion will be held after a review of Oshawa, Owen Sound, Cambridge and Penetanguishene's Hall of Fame categories.</p>	Andy will review the categories and criteria for Oshawa, Owen Sound, Cambridge and Penetanguishene and report his findings at the next meeting.

8	<p>Personnel Updates Board Member and Selection Committee Member terms were reviewed. Hall of Fame Board: Andy – term ending Nov. 30th. Will not be seeking re-election. Shari Door has expressed interest in serving on the Board. There are currently two vacancies.</p> <p>Selection Committee: Carolyn – will stay on Rusty Lovelock – term has ended Chuck Miller – term has ended There are currently five vacancies.</p> <p>Marie Denham has expressed interest to Andy with regard to sitting on the Selection Committee.</p> <p>Spring advertisements will be sent out seeking applications for the Board and Selection Committee.</p>	<p>Coralee will confirm with Clerks when the spring ad will be placed in the Tribune.</p>
9	<p>2017- 2018 Meeting Dates Review</p> <ul style="list-style-type: none"> • March 20, 2018 – Wayne will be away. RSVP and send lunch orders to Coralee. • April 17, 2018 • June 19, 2018 	
10	<p>Confirmation of Next Meeting -</p> <p>The next Board meeting date – Tuesday, March 20, 2018 at Cutten Fields.</p>	
11	<p>Meeting Adjourned – 1:00pm Carried – Andy/Andrew Maloney</p>	