



MEETING MINUTES

GUELPH SPORTS HALL OF FAME

BOARD OF DIRECTORS

DATE June 21, 2016
 CHAIR Larry Townsend
 ATTENDEES Coralee Barfoot (minutes), Will Lenssen, Michael MacIntyre, Andrew Maloney, Wayne Mizen, Trevor Reid, Michael Sharpe
 REGRETS Andy Behnan, Lynne Briggs, Carolyn Lee

	Discussion Item	Action Item
1	Approval of April 19, 2016 minutes Moved by: Wayne M/Mike S Carried.	
2	Approval of Agenda Add: Sub-committee to review the Terms of Reference for the selection of inductees Date for Kiwanis Lunch Carried as amended: Trevor R/Will L	
3	Website (Will L.) Link from City of Guelph Website to the Hall of Fame Website is now active. http://guelph.ca/city-hall/council-and-committees/boards-and-commissions/guelph-sports-hall-fame-board-directors/ (ctrl + clicking on the above link will open the page)	Coralee will update the Selection Committee Application form and have it posted on the website.
4	Kiwanis Sports Celebrity Hall of Fame Dinner Debrief (Chair-Wayne M) <ul style="list-style-type: none"> • The dinner was a great success. • The speakers were very entertaining. • Venue was great with the exception of the sound system (middle section not turned on). • Timing of dinner is acceptable. • Secondary schools will be given an earlier timeline to submit names of Ambassadors, purchase tickets etc.. • Dinner date for next year is May 17, 2017. • Guest speakers confirmed for 2017 are Maria Gallo and Brian Willsie. 	Coralee and Patty will discuss the sound system issues with the ICC.

5	<p>Selection Committee (current) Review of Terms of Office</p> <ul style="list-style-type: none"> • Shari Dorr and Ron Gumbley are due to be reappointed. • The Board agreed to clarify the wording in the “RULES AND REGULATIONS” ...Section X1 “SELECTION COMMITTEE” Part (e). 	<p>Chair, Andy Behnan will contact Shari and Ron to confirm their agreement to a reappointment to the Selection Committee.</p> <p>Larry T. will bring revised wording to October Board meeting. Selection Committee and Board Members’ Terms of Office will be brought to the October Board meeting.</p> <p>Coralee will update list to show the start date and expiry date for both the Board of Directors and Selection Committee Members.</p>
6	<p>Selection Committee – Process to fill vacant positions</p> <p>The Board approved wording revisions to “Attachment A” to allow the selection process to begin the first Tuesday after Labour Day.</p>	<p>Larry T. will bring a revised copy of “Attachment A” to the October Board meeting.</p>
7	<p>Board Member Task List</p> <p>Outstanding item.</p> <ul style="list-style-type: none"> • The Board agreed that a Task List for each Board Member would be developed. 	<p>Board Members to submit in point form their responsibilities/tasks to Coralee by September.</p> <p>Coralee will develop a Board Member responsibilities/task list and bring to October Board meeting.</p>
8	<p>Other Business:</p> <p>Selection Committee Terms of Reference (TOR)</p> <ul style="list-style-type: none"> • Andy and Carolyn will be requested to convene a committee to review relevant sections of the “RULES AND REGULATIONS” concerning the criteria and process to be selected as an inductee. <p>Kiwanis Lunch for Board and Selection Committee Members Decision was made to hold this September 22nd, noon at Cutten Fields.</p>	<p>Carolyn, Andy B, Andrew M, Will L and Michael S will review the TOR and present any proposed changes at the October Board Meeting.</p> <p>Coralee will send out notice to Board Members and Selection Committee Members advising them of this change in date.</p>

9	Meeting Adjourned MOVED BY: Andrew M/Mike M Carried.	
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