

Minutes
Induction Committee Meeting
Springwater Sports Heritage
May 3, 2016

Elmvale Curling Club

7:30-9:30

ATTENDEES

	Darrin Robertson, Chairperson	
	Barb Fralick	Brenda Quinlan
	Denise Ritchie-McLean	Frank Archer
	Lou Belcourt	Mike Townes
<u>Recording Secretary</u>	Larry Simpson	
<u>Regrets</u>	Dan McGinnis	Faye Stone
	Linda Collins	

<u>PREP ITEMS</u>	<u>DISCRIPTION/VERSION</u>	<u>COMMENT</u>
Document	2015,5,6 Induction Committee Minutes	Distributed
Document	2016 Critical Path	Distributed
Document	Draft Sponsorship Information Compendium, 2016 Induction Ceremony	Distributed
Document	Budget 2016 Induction V1	Distributed

1. Call to Order

Darrin called the Springwater Sports Heritage Induction Committee meeting to order at 7:30 p.m.

2. Opening Remarks

- *Darrin welcomed all present and thank them for attending and assisting with the 2016 Induction*
- *Darrin reviewed the focus of meeting*
 - *Review and update 2016 Induction Critical path*
 - *Review and assign Preparation tasks*

3. 2015,5,6 Induction Committee Minutes Approval

Moved by: Barb Fralick

Seconded by: Denise Ritchie-McLean

THAT the Induction Committee minutes of May 6, 2015 be approved as distributed
Carried

4. Review 2016 Induction Critical Path Status

- *The Critical Path (APPENDIX A) was reviewed to ensure dates remain appropriate and confirm status of activities.*
 - ***Dates***
 - *The Critical Path dates were reviewed and remain as is*

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- **Nominations**

- *As the Nomination Deadline has passed the Committee was able to establish the steps to be completed prior to the Board's Induction Election*
- **ACTION: Barb will scan the nominations received and provided Darrin with a copy on a flash drive**
- **ACTION: Darrin to send the Board Members an email with a copy of the 2016 Nominations attached for them to prepare for the evaluation and election of the 2016 Inductees.**
- **ACTION: Larry to contact the two 2014 unsuccessful nominations to determine their status**

5. Induction Preparation Tasks

5.1. Awards

- *A brief discussion took place on the appropriateness of continuing with the same style as the 2014 Inductee plaques. All present felt the Award design was well received and should be used for the 2016 Induction. Maintaining the same style would provide a desirable consistency and conformity.*

5.2. Promotion

5.2.1. Arena TV

- *Planning is underway to add additional content to the SSH TV at the Elmvale Community Arena. It will be appropriate to include 2016 Induction information and timely updates as developments evolve.*
- **ACTION: Larry to work with Brenda Stanley to ensure the appropriate content is added.**

5.2.2. Media

- *Press releases will be sent to all SSH media contacts*
- **ACTION: Mike to work with Nicole Van Zutphen, Township Branding Advocate & Communications Officer, and local media.**

5.2.3. Banner(s)

- *It was agreed the 2014 Banner design was well received and should continue.*
- *It was agreed that new Banners would be created and used along with the 2014 Banners*
- **ACTION: Darrin and Larry to work on the final design and purchase of the 2016 Banners for the new Inductees and 2016 Sponsors**

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5.2.4. Website

- *The website will be used to update, promote and preserve pertinent 2016 Induction related information and items of value.*
- **ACTION: Larry to work with Brenda Stanley to ensure the appropriate content is added to the website.**

5.3. Souvenir Program

- *The Committee viewed a copy of the 2014 Souvenir Program and collectively agreed to continue with a similar style.*
- *It was recommended that Georgian Copy & Printers be the printer of choice.*

5.4. Sponsors

- *Following a review of the 2016 Induction Budget V1 and the Draft Sponsorship Information Compendium it was decided to:*
 - a) *Hold the Sponsorship fee at \$2k each*
 - b) *Contact the five 2014 Sponsors to determine their continuance for the 2016-2018 two year cycle.*
 - c) *Consider an additional sponsor if fiscally required*
- **ACTION:**
 - ***Barb to contact Powell Jones and Sexton's***
 - ***Darrin to contact Diamond Head Sprinklers***
 - ***Mike to contact Marshall Insurance***
 - ***Larry to contact Currie's***

5.5. Invitees

- *Discussion took place around potential individuals that should be formally invited to attend the Induction and if complimentary tickets should be provided.*
 - *Township of Springwater*
 - ◆ *Similar to the 2014 Induction an offer should be extended to the Mayor and Council. It has been the Townships practice to pay for those attending and representing Township.*
 - ◆ **ACTION: Larry will send a formal invitation to the Township of Springwater Mayor and Council.**
 - *McGuire Trust*
 - ◆ *It was agreed an invitation and two complimentary tickets should be offered to the McGuire trustees for their interest and financial support of the website.*
 - ◆ **ACTION: Larry will contact the Trustees and forward them a formal invitation with two complimentary tickets if they are able to attend.**

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- *Key Mortgage Partners - Dominion Lending Centres*
 - ◆ *It was agreed an invitation and two complimentary tickets should be offered to Don Stoddart for his purchase of our TV at the Elmvale Community Arena*
 - ◆ **ACTION: Larry will contact Don Stoddart and forward him a formal invitation with two complimentary tickets if he is able to attend.**
- *Others*
 - ◆ *It was recommended the Board review its practice and determine if others should be included.*
 - ◆ **ACTION: Larry will add this to the next Board Meeting Agenda.**

5.6. 2014 Inductees

- *Discussion on the role of the 2014 Inductees took place. For the 2016 Induction it was felt that a strong effort should be undertaken to create a fraternity of Springwater Sports Heritage Hall of Fame Inductees.*
- *This consideration should be well-thought-out to determine what actions should be undertaken.*
- **ACTION: Larry will add this to the next Board Meeting Agenda.**

5.7. Ceremony

5.7.1. Tickets

- *On-Line Payment*
 - ◆ *Some pros and cons were discussed and it was agreed more detail should be presented to the Board.*
 - ◆ **ACTION: Larry will add this to the next Board Meeting Agenda.**
- *Printing*
 - ◆ *It was recommended that Georgian Copy & Printers be the printer of choice.*
- *Prices*
 - ◆ *Discussion took place around if the revenue from tickets was expected to generate a profit or cover costs. It was felt that it was important to keep the price down to help encourage ticket sales and also make it easier for those that may have difficulty affording an opportunity to attend.*
 - ◆ *Given that food prices are rising there is a need to know what the Barrie Country Club costs may be.*
 - ◆ **ACTION: Darrin will check with Christine (Barrie Country Club) to determine the increase over 2014.**

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- *Control*
 - ◆ *The Committee discussed various options of control and distribution of the tickets. Offers of assistance were given from Committee Members.*
 - ◆ **ACTION: Further consideration will be given.**

5.7.2. Program

- *It was agreed the previous format worked well and that the social hour will commence one-half hour earlier (i.e. 5:30-7:00)*
- *The evening's program should be printed and included with the Souvenir Program. The final design will be based on number of Inductees.*

5.7.3. Table: Decorations/Seating

- *Discussion around the great success of the table pieces took place and it was agreed that it should be repeated.*
- *It was also agreed the 2014 system of identify tables and seating work especially well and should be repeated.*

5.7.4. Emcee, Blessing, Speakers

- *To everyone's pleasure Dan McGinnis has agreed to continue as the Emcee*
- *Lou agreed to do the blessing but would step aside if someone else such as Rudy Plug would be willing.*
- *Discussion took place around having a guest speaker. It was agreed that the focus for the 2016 Induction should be the building of an Inductee Fraternity (see item 5.6.). Should this venture not be successful alternatives should be considered for 2018.*

5.7.5. Music and Vocalist(s)

- *Larry shared with the Committee that he had an exploratory meeting with Elmvale District High School music teacher Louis Lafaive. Louis is well known for his success with his high school students and presentations to the community. Larry felt it would add another positive dimension to the Induction to have local and talented artistes working with Springwater athletes and builders.*
- *It was agreed that options of how it would fit with the evening program would be presented at the next Board Meeting.*
- **ACTION: Larry will add this to the next Board Meeting Agenda.**

5.7.6. Audio Visual presentation

- *Both photos and music were tastefully interspersed throughout the 2014 program.*
- *As the audience enjoyed this it would be very appropriate to continue.*

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5.7.7. Photography/Video Recording

- *It was agreed these are very valuable and need to be part of website for present and future annals.*
- *It will be necessary to find the resource personnel and proper equipment to record and edit the desired material. One of the options suggested would be to contact the High Schools to determine if they would be able to assist.*
- **ACTION: Larry will add this to the next Board Meeting Agenda to explore this and/or other options**

5.7.8. Stage

- *Ease of getting up/down needs to be explored.*
- **ACTION: Darrin to discuss with Christine (Barrie Country Club)**

5.7.9. Procession

- *It was agreed the Procession worked well and should happen again.*
- *Also consideration of 2014 Inductees.*

5.7.10. Presenters

- *In 2014 the Inductees were asked to select their presenter and that seemed to work very well. It was recommended the practice should continue where appropriate.*
- *The discussion also pointed out that the Sponsors should be used where possible.*

6. Next Meeting

- *Discussion took place around the best time for the next meeting. As some of the recommendations made during this meeting require Board discussion and approval it would be reasonable to schedule the meeting after the next Board Meeting.*
- *It was agreed to try and schedule the Board and Induction on the same date.*
- *It will be necessary to monitor the progress of the evaluation of the 2016 Nominees to know how much time will be required and when that process will be complete.*
- **ACTION: Larry to arrange a Board Meeting between May 30 - June 2 while favouring May 31 if possible.**
- **ACTION: Darrin and Larry will monitor the ongoing developments and determine the best meeting date for the Induction Committee**

7. Adjournment

- The meeting adjourned at 9:35.

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APPENDIX A

CRITICAL PATH 2016 INDUCTION (as of May 3, 2016)			
DATE	ACTION	COMMENTS	✓
2015			
May	Induction Committee Prep Meeting	Met May 6, 2015	✓
Sept	Board to review/amend/approve critical path & recommended action	Board approved November 24, 2015	✓
Sept	Confirm Venue with Barrie Country Club	Confirmed & deposit made	✓
Oct (mid)	Nomination Forms available	Accomplished	✓
Oct	Contact Previous Unsuccessful Nominations		
Nov-Apr	Monitor nomination process	Accomplished	✓
2016			
April	Confirm Sponsors		
May 2	Deadline for Nominations	Concluded	✓
May (end)	Board Nomination Evaluation		
June (wk 2)	Inductee Election		
June (end)	Inform Inductees/Delegates/Nominators		
July (early)	Inductee Announcement Press Release		
July (mid)	Inductee/Delegate Communiqué		
July (mid)	Tickets for Inductees/Delegates & Sponsors		
Aug (wk 1)	Tickets available to public		
Aug (mid+)	Inductee/Delegate Communiqué		
Sept 30	Ceremony		