

Minutes
Board Meeting
Springwater Sports Heritage
March 26, 2014

Elmvale Curling Club

7:30-9:30

ATTENDEES

Directors

Larry Simpson, Chairperson
Frank Archer
Mike Townes
Denise Ritchie-McLean

Barbara Fralick
Paul Priest
Darrin Robertson

Ex Officio

Dan Clement

Recording Secretary

Faye Stone

Others

Ron Belcourt

Regrets

Keith Columbus
Dan McLean

Brad MacDonald
Brenda Quinlan

PREP

| ITEM | DISCRIPTION/VERSION | COMMENT |
|-----------|---|---------|
| Minutes | Board Meeting 2014,2,5 | |
| Document | Program Management Plan Feb 28/14 | |
| Agreement | Township of Springwater & SSH Agreement Feb 26/14 | |

1. Confirmation of a Quorum and Call to Order

*Moved by: **Denise Ritchie-McLean***

*Seconded by: **Frank Archer***

THAT the scheduled meeting of the Springwater Sports Heritage Board of March 26, 2014 has a quorum present and will come to order at 7:30 p.m.

Carried

2. Opening Remarks

2.1. Welcome

Larry welcomed all and thanked members for their continuing support and hard work.

2.2. Introductions

- *Ron Belcourt - Township of Springwater Director of Recreation, Parks & Properties*

As our Primary day-to-day Township contact, it was agreed that all relevant correspondence sent to directors and committee members will be forwarded to Ron as well.

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- *Brenda Quinlan (Scott)*
 - *Proposed new Board Director (Agenda 2.2. Item 3.b. Outstanding Director Position). As per direction given at the last Board meeting, Brenda was approached by Barb Fralick to consider assuming a director position on the SSH Board.*
 - *Notice of Brenda's acceptance was distributed to all Board members via email of March 21, 2014. Barb noted there-in that Brenda "... will be essential to the collection of sports history in Grenfel and the surrounding area. The Board will benefit from Brenda's interest, knowledge and awareness of our sports heritage"*
 - *Brenda sent her regrets that she was unable to attend this meeting due to personal injury and looked forward to working together for the success of Springwater Sports Heritage!*

3. 2014,2,5 Board Minutes

3.1. Approval as distributed

*Moved by: **Paul Priest***

*Seconded by: **Darrin Robertson***

THAT the Board minutes of February 5, 2014 be approved.

Carried

3.2. Follow up

Item 3.b. Outstanding Director Position

*Moved by: **Barb Fralick***

*Seconded by: **Darrin Robertson***

THAT Brenda Quinlan be approved as a new Director to fill the vacancy created by Jill Robertson's withdrawal.

Carried

Item 5.a.i. Township of Springwater Partnership Agreement

A copy of the draft agreement "Township of Springwater & SSH Agreement Feb 26/14" was emailed to Board on March 20, 2014. Minor revisions were received from Ron Belcourt on March 24th and returned with agreement and minor modifications on March 25, 2014. Discussion by those present indicated overall accord with Terms of Agreement as outlined.

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Action: Ron will bring this Document forward to the next Springwater Council meeting for their consideration and approval. When approval is given by Council, the Board will approve this agreement at next Board meeting.

Item 5.d.iii. Program Management Plan

This document/chart was emailed to Board Feb. 28, 2014. It was noted that additional activity and timeframes will be added. It is hoped that a willing member may volunteer to keep this plan updated. It was also noted that access and experience with "Excel" may be limiting factors in member's use. This document will be available on our website (Sue Adams to assist).

Item 6.a. email address

*Larry confirmed that **info@springwatersportsheritage.ca** is the SSH contact email address. It is identified on our website **www.springwatersportsheritage.ca**. Email questions are currently being redirected to Larry and Ken Flieger. **Larry will forward a copy of emails received to Darrin***

Item 7. Museum and Gallery Studies at Georgian

As Brad was not at the meeting this discussion was tabled.

Item 8. Membership with "Canadian Association for Sport Heritage"

*Barb noted that she completed the application and forwarded it to Ron. **(Ron will solicit bridging funds, process and complete application)***

4. Standing Committees' Reports:

*Each standing committee will be requested to report on the activity of their committee at each Board meeting. Any digital copies of meeting notes or summaries, handouts etc. can be forwarded to Faye at **fmstone@sympatico.ca***

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4.1. Facilities & Displays

At Paul's request the size and shape of the trophy case space allocated to SSHHoF was discussed. Ron noted that 1/3 of the trophy case had been designated to SSH for awards, artifacts and other items SSH wishes to display. Samples of the possible awards to recognize potential Builders, Athletes or Teams inductees were shared with the Board. Paul will return to the Board with a variety of recognition award options and their corresponding costs.

An initial display may be in place by Maple Syrup Festival. A flash drive for USB input of some Teams, Builders, Athletes (George Allen material) may be ready to view on the Minor Hockey TV screen in the Elmvale arena by that time as well.

*A discussion took place re a temporary display that could be moved about. The possibility of using the township Skateboard trailer in winter months to house and transport a mobile display was discussed. **Paul will discuss at his committee meeting***

4.2. Financial Planning

In Brad's absence Denise presented the Committee's report. Denise attended a recent Elmvale Maple Syrup Festival Committee meeting to solicit their financial assistance on behalf of SSH. She presented the Committee with a letter requesting an initial amount of \$2,000. See attached Appendix A. The Committee meets in June to determine their donations. They will inform us of their decision at that time. Denise distributed Maple Syrup Booklets which might be used as sourcebook in seeking out sponsors to contact for support. A form letter will be drafted. This letter will be used to approach various potential sponsors.

The Financial Planning Committee has arranged a meeting with the Township of Springwater's Director of Finance, Jeff Schmidt for at 4:00 on April 7, 2014 at the Township Administration Centre. Ron, Barb and Larry are joining the meeting.

4.3. Induction

Darrin noted that the 3 Libraries and Township Admin. Centre have copies of nomination forms and guidelines. Website has that info as well. No nominations have been received as yet in the drop boxes.

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Frank expressed concern that older very worthy candidates may not be nominated. He wanted guidance as to how to assist in that process. A discussion was held as to whether it was proper for Board members to nominate and/or assist/encourage others in the nomination process. All seemed to feel that this was in best interest of gathering and securing nominations and should be encouraged.

Darrin noted that they were beginning to source out various venues options. Vespra Hills Golf course will be contacted. Paul is looking into potential speakers for the occasion and the cost involved.

4.4. Promotion

Mike Townes noted that the last three issues of the Springwater News have had info re the Hall of Fame initiative and upcoming nominations. Mike will look into asking Springwater News to further enhance that coverage (front page; increase in size; inclusion of Wanted poster).

Action: Mike will try to arrange these for the April 10th edition.

4.5. Sports Heritage

Larry noted that the next meeting is scheduled for 7:30 on March 31, 2014 at Funeral Home in Elmvale. Board members were welcomed to attend. Potential Development Templates were emailed to Sports Heritage Committee on Feb 28, 2014

Templates included:

- *Writing Suggestions*
- *Content Issues*
- *Sports, Leagues & Association Content*
- *Athlete & Builder Content*
- *Team Content*

At that meeting it is hoped to identify and solicit individuals/workgroups to commence development. Content will be assembled and coordinated through our website. Learning opportunities will be provided on how to gain access to the site's work areas. It is hoped that this site can become a repository for documents, photos, etc to capture and coordinate potential material. Barb has done some scanning and an input pathway has been established.

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*Larry noted that a Bio-sketch for each Board member will be initiated. (Needed for website and promotional documents). Mary Fleming may head-up this initiative. A template will be developed to assist in gathering information to form the basis for these creations. In preparation to assist Mary the **Board members were asked to assemble supporting material** that could be used in preparing a draft for their approval.*

5. Logo Presentation

Keith was unable to attend this meeting due to death in family

Samples of the seven proposed logos were emailed previously to members and were reviewed by those present. Larry indicated that Logo design #4 had ranked first and Logo design #7 second in responses from members via email. It was suggested that combining the two might be a better option.

Action: Larry will review these results and proposals with Keith. Decision ASAP

6. Copyright of "A History of Vespra Township"

- *Larry provided a copy of this very impressive book for the board review*
- *Township CAO Robert Brindley Feb. 21, 2014 email reply about ownership and copyright noted the following-*
 - *All the rights of the Vespra Township Council now rest with the Township of Springwater.*
 - *The book may be our property but we would have to review any implied rights that exist with individual pictures. Likely not an issue*

Larry will review the use of this material with Sports Heritage Committee.

7. Vespra Township Hall of Fame

7.1. Access to documents

*Ron Belcourt scanned and forwarded Vespra Township Hall of Fame documents he felt relevant to Board. Larry passed the two files on but due to size, some members may not have received them. **Ken Flieger will be asked to add that material to our website for our access***

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7.2. Integration into SSHSHoF

If we are to consider integrating the Vespra Hall of Fame inductees into the SSHSHoF a thorough review to ensure accuracy is required. This should include -Preparation of a detailed summary and a comparison of known VHoF criteria to SSHHoF criteria.

Following this Research the Induction Committee will consider and make recommendation(s) to the Board

The following table is a summary of information known at this time.

| Summary Vespra Hall of Fame as of March 26, 2014 | | | | | |
|--|---------|---------|------|----------|-----------------------------|
| Year | Athlete | Builder | Info | Portrait | Name |
| 1987 | * | | | Yes | W. Ellsworth (Ell) Crawford |
| 1988 | | * | | Yes | Maurice Partridge |
| 1989 | * | | Yes | Yes | Walter Craig |
| 1990 | | * | | Yes | Wilma Giffen |
| 1991 | * | | Yes | Yes | Corby Adams |
| 1992 | * | | Yes | Yes | Julie Anne (White) Empfield |

Moved by: **Paul Priest**

Seconded by: **Barb Fralick**

THAT Darrin Robertson undertake the responsibility of providing the Board with a detailed summary and viable recommendations on the potential integration of the Vespra Hall of Fame Inductees with SSHSHoF

Carried

8. Secretary-Treasurer Position

Discussion--Agreement with Township changes the role of Treasurer (in essence the Township would be the Treasurer). A meeting is scheduled with Township Director of Finance Jeff Schmidt on April 7, 2014 to identify, review and coordinate individual responsibilities.

Action: Hold changes until next meeting when more is known. Re-examine Secretary/Treasurer position as outlined in Guidelines at that time.

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9. Name Changes Considerations

9.1. "Guiding Principles" to "Constitution"

The term Constitution is the most common name; conveys a stronger identity

9.2. "Annual Information Meeting" to "Annual General Meeting (AGM)"

Similar to above

Moved by: **Denise Ritchie-McLean**

Seconded by: **Darrin Robertson**

THAT the following Term changes be adopted:

Term "Guiding Principles" be replaced with "Constitution"

Term "Annual Information Meeting" be replaced with "Annual General Meeting" (AGM)

Carried

10. Pending Items

The following items will be brought forward when related activity has been completed

10.1. Terms of Office

10.2. Approval of Guiding Principles

10.3. Approval of Outstanding Committee Terms of References

11. Next Meeting

Moved by: **Denise Ritchie-McLean**

Seconded by: **Barb Fralick**

THAT the next Springwater Sports Heritage Board Meeting commence at 7:30 p.m. on Tuesday May 13th at The Elmvale Curling Club

Carried

12. Adjournment

Moved by: **Denise Ritchie-McLean**

Seconded by: **Frank Archer**

THAT the Springwater Sports Heritage Board Meeting adjourn at 9:15 pm.

Carried

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APPENDIX A

Elmvale Maple Syrup Festival Association
P.O Box 3002,
Elmvale, Ontario
L0L 1P0

Dear Maple Syrup Committee Members

A group of individuals have come together and started a Springwater Sports Hall of Fame and will have their first induction's in the fall of 2014. We will announce the first inductee's at the Elmvale Fall Fair on October 10, 2014 and a Banquet will follow later.

We are writing to ask for a donation from the Maple Syrup Association to help us with our start up cost. We are hoping that you can provide a donation of \$2,000.00.

Thank you for your time.

Yours truly,

Denise Ritchie-McLean
Fundraising Committee Member
Springwater Sports Hall of Fame
c/o Township Administration Centre
2231 Nursery Road,
Minesing, Ontario
L0L 1Y2