

Minutes
2016 Induction Committee Meeting
Springwater Sports Heritage
May 6, 2015

Elmvale Curling Club

7:30-9:30

ATTENDEES

	Darrin Robertson, Chairperson	
	Larry Simpson	Mike Townes
	Denise Ritchie-McLean	Lou Belcourt
	Frank Archer	Jennifer Coughlin
<u>Recording Secretary</u>	Faye Stone	
<u>Regrets</u>	Barb Fralick	

<u>PREP ITEMS</u>	<u>DISCRIPTION/VERSION</u>	<u>COMMENT</u>
Document	2014_Induction_Guidelines_Version_1_Board_Approved_2014_11_26	Distributed
Document	2014 Nomination Form	Distributed

1. Call to Order

The Sports Heritage 2016 Induction Committee meeting came to order at 7:30 p.m.

2. Opening Remarks

Darrin welcomed all present and noted the focus of meeting would be an initial review and planning session in preparation for the 2016 Induction

3. Review 2014 Induction Guidelines

Both documents were reviewed by the committee. Input was sought and the following recommendations will be shared with Board for their input and approval

- *Induction Guidelines*
 - *All references to 2014 will be updated to read 2016*
 - *Most members felt that the wording of **the Section C part 1: Quotas and Limitations** needed to be amended to reflect more flexibility in the stated quota to be elected bi-yearly. The following amendments were recommended. The existing wording is the lighter font colour*

*“The number of inductees elected to the SSHHoF each two year term shall ~~not exceed~~ be a total of five (5) with the ideal being two (2) Builders, two (2) Athletes, one (1) Team ~~except in the inaugural year~~. **Should exceptional circumstances arise these numbers may be adjusted at the discretion of the Board.** Athletes and Builders may exceed two for a combined total of four (4) in any given cycle. At no time shall there be more than one (1) team inducted in any given term. Inductees as members of Teams shall be limited to players, coaches, trainers and managers (i.e. Carded Members of team or part of an Official Roster).”*

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- *Nomination Document*
 - *All references to 2014 will be updated to read 2016*
 - *An addition to the middle section of the Nomination form relative to Nominee – if deceased add **Date of Passing** and **Place of Resting***
 - *Add a reference to SSH website (Inductee section) as a guide to the support material to be provided by the Nominator*
4. **Critical Path-** reviewed and recommendations made--
- **Ceremony-** *An earlier date than 2014 was recommended - Sept. 2016*
 - **Venue-** *all present were very impressed with the Barrie Country Club and recommended it be the Venue of choice for 2016*
Action: *Darrin will investigate the availability of Sept. 2016 dates at the Barrie Country Club and report back to the first Board meeting in the Fall of 2015. Decision to be made on Venue at this Board Meeting*
 - **Nominations forms** *available (post Thanksgiving 2015- mid October)*
 - **Previous Unsuccessful Nominations (2)**
Action: *Larry will make personal contact with these Nominators in late Oct. 2015*
 - **Solicitation and confirmation of Sponsors** *April 2016*
 - **Deadline for Nominations** - *May 2, 2016*
 - **In-Camera**
 - *Evaluation – End of May 2016*
 - *Election – Second week in June 2016*
 - **Inductees Announcement**
 - *Individual –End of June 2016 – Individual letters sent to chosen 2016 inductees*
 - *Public – Beginning of July 2016*
 - **Tickets** *printed July 2016 - Available to --Inductees Mid July 2016-- Public Aug 1 2016*
 - **Inductee Communiqué(s)** *(Mid July and late Aug)*
Note: *See APPENDIX A for date summary*
5. **Promotion** - *It was noted that social media as well as our website may play an important part in many of the above announcements and promotion opportunities. Mike Townes will continue to use his articles and his contacts with Springwater News to promote the Induction*

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6. Venue- *see element in Critical Path*

7. Working Committee & Volunteers

These will be formed in to the New Year. The addition of more volunteers is welcomed.

8. Awards

The committee reviewed the awards as presented in 2014 and felt that we should follow the same format. The time frame for their production will be added to the Critical Path at a later date.

9. Website Support

Larry reviewed the potential for Digital nomination filing as well as for purchasing of tickets. Early discussion has taken place with our web developer and both are very achievable. Online payment details will have to be arranged with the Township and approved by the Board. Larry has contacted the Township and requested a response re their plans and time frames.

Action: *Jennifer will review with appropriate Township staff.*

10. Banner(s)

The 2014 Banner concept and style were well received and recommended. Some or all of the five banners from 2014 may be reused. New banners required for 2016 will be the Sponsor and Inductees.

11. Souvenir Program

The 2014 concept and style were well received and recommended

12. Sponsors

See element in Critical Path

13. Ceremony *The following elements were reviewed by the committee*

13.1. Program- *previous format with a potential extension of the social hour to commence earlier*

13.2. Table: Decorations/Seating- *update and reuse table center pieces*

13.3. Emcee, Blessing, Speakers- *Contact Dan McGinnis re Emcee duties- Discussion of seeking a guest speaker was unresolved*

13.4. Music and Vocalist(s)- *Background music well received- Inviting Rowan to sing Oh Canada was recommended*

13.5. Audio Visual presentation- *desire to continue – audience enjoyed photos- both photos and music were tastefully interspersed throughout the programme*

13.6. Photography/Video Recording- *desire to continue- work on technical aspects*

13.7. Stage- *This element needs some attention- uses of a railing may help*

13.8. Procession *–possible inclusion of past inductees*

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14. Next Meeting

The recommended Critical Path will be presented to the Board for discussion, modification and approval at their next meeting in the early fall 2015 (the date and time to be called and announced by the Chairperson). A decision re the Time and Date of the next meeting of the Induction Committee will be determined following the Board Meeting.

15. Adjournment

The Induction Committee of Springwater Sports Heritage was adjourned at 9:05 pm

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APPENDIX A

CRITICAL PATH 2016 INDUCTION	
2015	
<i>Sept (early)</i>	<i>Board to review/amend/approve critical path & recommended action</i>
<i>Sept</i>	<i>Confirm Venue with Barrie Country Club</i>
<i>Oct (mid)</i>	<i>Nomination Forms available</i>
<i>Oct</i>	<i>Contact Previous Unsuccessful Nominations</i>
<i>Nov-Apr</i>	<i>Monitor nomination process</i>
2016	
<i>April</i>	<i>Confirm Sponsors</i>
<i>May 2</i>	<i>Deadline for Nominations</i>
<i>May (end of)</i>	<i>Board Nomination Evaluation</i>
<i>June (wk 2)</i>	<i>Inductee Election</i>
<i>June (end)</i>	<i>Inform Inductees/Delegates/Nominators</i>
<i>July (early)</i>	<i>Inductee Announcement Press Release</i>
<i>July (mid)</i>	<i>Inductee/Delegate Communiqué</i>
<i>July (mid)</i>	<i>Tickets available for Inductees/Delegates & Sponsors</i>
<i>Aug (wk 1)</i>	<i>Tickets available to public</i>
<i>Aug (mid+)</i>	<i>Inductee/Delegate Communiqué</i>
<i>Sept (TDB)</i>	<i>Ceremony</i>