

HMHC Education and Communication Working Group

Meeting Notes

Wednesday September 9th, 2020 (6:00pm)
City WebEx, Virtual Meeting

Present: Alissa Denham-Robinson (Chair), Janice Brown, Robin McKee, Graham Carroll, Kathy Stacey, Tim Ritchie, Chuck Dimitry, David Addington (Heritage Planning Staff – Meeting Host)

Regrets:

Also present: N/a

RECOMMENDATIONS:

N/a

1. Changes to the Agenda

1. N/a

2. Declaration of Interest

1. A.Denham-Robinson and K.Stacey declared interest regarding award nominations (where noted).

3. Previous Meeting Notes

1. Aug 19th, 2020 (Copy attached) – Approved by general consensus, the notes prepared by Chair A.Denham-Robinson.

4. Publications & Print Projects:

1. Word Search Puzzles (Project On-going)

- a. C.Dimitry provided a verbal update. The focus of work has been on the theme of Education.
- b. Puzzles named “Hamilton’s Secondary Schools – Past, Present and Future” and “Hamilton’s Historic McMaster University” has been drafted and circulated to the group for review and comment.
- c. The next puzzle project will focus on “Vanished Hamilton Schools”

2. Heritage Colouring Pages – Volume 2 (Project On-going)

- a. No new update.

5. Public Outreach and Events:

1. 30th Annual Flamborough Heritage Society Book Fair

- a. A.Denham-Robinson provided a verbal update.
- b. The Heritage Society has reached out to gauge interest in HMHC participating in a Virtual Book Fair and Scavenger Hunt which would include social media posts and videos throughout the month of October.
- c. HMHC stated interest and offered printed materials as resources to the Heritage Society.
- d. The Working Group will await further updates from the Heritage Society.

2. HMHC Heritage Recognition Awards 2019-20

- a. The Working Group reviewed the list of nominations; property by property to assign responsibilities for write-ups/commentary for award presentations.

3. HMHC Heritage Recognition Awards Celebration

- a. Working Group to draft an outline plan for the proposed Awards Recognition Event (Virtual/Social Media) - details still to be confirmed.
 - Date: Heritage Week 2021 (Feb. 15-21).
 - Format: To be confirmed (video, powerpoint, etc.)
 - No. of Categories: 8
 - No. of Awards: 26
 - Available Staff resources: To be confirmed
 - Production: To be confirmed
 - Budget: To be confirmed
 - Period to prepare: October 2020 to January 2021
- b. G.Carroll volunteered to format and compile a draft Power Point slide show as a preliminary script.
- c. Working Group to review options for Static Presentation (i.e. Social Media post, Power Point presentation, etc.) and Active Presentations (i.e. Video, Interview / verbal presentations, Allow property owners to speak, etc.)
- d. Options for promotion of an event could include Culture Dept through Facebook, City's You Tube Channel, Website, Use of Contact List, Local media outlets, etc.
- e. Options for presentation times. The Working Group discussed a few options:
 - Present a category each day of Heritage Week
 - Create a 1 half hour presentation for all awards
 - Option to have an extended version available for those wanting to watch more.
- f. Working Group to coordinate with staff to determine best method to inform

property owners. C.Dimitry offered to draft a letter to property owners.
G.Carrol to provide a template.

6. Policy & Administration:

N/a

7. New Business:

1. Plaquing Designated Properties.

- a. R.McKee provided an overview of the information received from City staff including a list of properties since 2010 that have not been plaqued. Christopher Redford to provide an update at a future HMHC meeting. Ed

8. Next Meeting: Wednesday October 7th, 2020 at 6pm.