

HMHC Education and Communication Working Group

Meeting Notes

Wednesday February 2nd, 2022 (6:00pm – 7:00pm)
City WebEx, Virtual Meeting

Present: Alissa Denham-Robinson (Chair), Chuck Dimitry, Janice Brown, Graham Carroll, Robin McKee,

Regrets: Kathy Stacey, Tim Ritchie

Also present:

Ken Coit - Manager – Heritage & Urban Design Div.,

Stacey Kursikowski – Cultural Heritage Planner – Heritage & Urban Design Div. (Meeting Host)

RECOMMENDATIONS:

**[POST MEETING NOTE: THIS ITEM WAS ADDRESSED AT
HMHC'S FEBRUARY 25TH, 2022 MEETING]**

1. HMHC Participation in Doors Open Hamilton 2022

That HMHC participate in the upcoming 2022 Doors Open Hamilton, in keeping with the Committee's mandate to participate, where possible, in heritage events and activities.

Where as;

The Ontario Heritage Trust has recently announced that Doors Open events may take place throughout Ontario as both in-person and virtual events.

HMHC has been approached by the local Hamilton Chapter of the Architectural Conservancy of Ontario (ACO); who will be organizing Hamilton's 2022 event(s) – Date(s) to be confirmed.

HMHC's participation in the event could include the following:

- a. Host a display table at a local heritage site – either a static display or with volunteer interpreters (if it is safe to do so).
- b. Provide heritage puzzles and activities as produced by HMHC (ex. Colouring sheets, word puzzles, etc.) to be used as downloadable virtual content on the Door Open Hamilton website.

This event is an opportunity for public engagement, to promote the Hamilton Municipal Heritage Committee, the City of Hamilton and its heritage, heritage properties and cultural heritage landscapes.

1. Changes to the Agenda

1. General Review of Committee Budgets (Discussion led by Ken Coit)

2. Declaration of Interest

1. N/a

3. Previous Meeting Notes

1. January 5th, 2022 and January 19th, 2022

Revisions required – meeting notes to be reviewed for approval at a later date (No pending recommendations).

4. Policy & Administration:

1. General Review of Committee Budgets

- .1 Ken Coit noted that staff are working to gather information related to HMHC budgets.
- .2 A business case would need to be written to increase the budget where necessary (ie. Annual Awards Event, Special Projects, etc.)

2. Plaquing Process Review and Recommendations

- .1 A draft list of recommendations was circulated to all Working Group Members for on-going review.
- .2 Robin McKee requested that the following recommendation be added for discussion:
“That a separate working group be established to review plaquing” – It was noted that the WG should comment on the affect this may have on staff resources.

5. Public Outreach and Events:

1. HMHC Heritage Recognition Awards Celebration Update (Verbal Update by Stacey and Alissa)

- .1 Storyboards and Award Videos are in progress. The group reviewed where some additional information / photos / text are required. Stacey and Alissa have been in communication with the Comms Team. Storyboards are near completion. The package of information will be uploaded to the ShareFile for Cindy Csordas to access.
- .2 Website Update – Stacey has communicated with the Web-Team to update the Awards Mapping and linked information to be launched for Heritage Week.
- .3 Social Media & Communications Plan – Stacey and Alissa to follow-up with Michelle Shantz to confirm details.

2. Doors Open Hamilton 2022 (Verbal Update by Janice Brown)

- .1 Ontario Heritage Trust has announced that a 2022 event will take place from March 31st to October 31st). Locally, the branch of the ACO will be organizing the event. Janice Brown will be Event Coordinator.
- .2 The date of Hamilton's event is to determined.
Doors Open Website - <https://www.doorsopenontario.on.ca/en/hamilton>
- .3 Events will be both Virtual and in Person (min. 10 sites).
- .4 Janice Brown suggested that HMHC could provide its resources (i.e. colour pages, word puzzles) and make them accessible to the public through the Virtual Doors Open Site
- .5 HMHC could actively participate in the in-person event by hosting a vendor's table at the Tourism Office or a heritage site, as a way to promote who we are.
- .6 See above noted recommendation.

6. Publications & Print Projects:

- 1. N/a

7. New Business:

- 1. N/a

8. Next Meeting: Wednesday March 2nd, 2022 at 6pm.