

## ACPD Accessibility Fair Update September 6<sup>th</sup> 2022

Website and media: The website went live last month. The participant's page is still being added to as we get applications. The events page is also being added to as people confirm their participation in events.

<https://acpdaccessibilityfair2022.ca/>

Social Media is now live and the links on the Contact Us page are fully active. Sidney Kang and Hetta Patel from the Impact Initiative have set up the pages and are looking after regular posting and monitoring.

<https://twitter.com/ACPDFair2022>

<https://www.instagram.com/accessibilityfair2022/>

<https://www.facebook.com/people/Hamilton-Accessibility-Fair/100084780261699/>

Posters have been printed and are being distributed shortly. We are still waiting for Council's approval on our media contact and invite request, but we will send out the release on the 14<sup>th</sup> after the meeting.

Banner: There has been a lot of activity around the banner. Finance refused to accept our estimate from Premier Printing as they said the only approved printer was Athens Printing (an approved vendors list was requested in the spring but never got a response). Athens

Printing backed out of the bidding process when they got the City's banner specs. Sunil got a quote from them of \$3300 plus design fees. It is outrageously expensive and we are not allowed to go to another printer due to us now being in an election season. We will still pay for the banner space in order to prevent another group's banner from hanging over the event and potentially confusing people as to what is going on. We will also have to use one of the back up signs that were approved so we can place them on the property corners. We don't have a lot of other advertising options and not much flexibility due to it now being election season.

Events: We are starting to plan the activities. We need to really push for applications and **I request everyone reach out to as many people as you can and promote, promote, promote.** Outreach is going to meet on-site on Thursday to work out a rough plan for the events and tents. I currently only have 13 completed applications. We also need one day donations of mobility devices of any kind; walkers, canes, crutches, wheelchairs, scooters, powerchairs (if possible.)

<https://forms.gle/3hQ6W9FAkMUFXpjJ6>

Volunteers: I will have my son as my assistant for the day. I am also working out the schedule for the IMPACT Initiative so that their schooling isn't impacted by the event. I have asked for one student to be the schedule

keeper as they are more familiar with the university class schedule. I am designing badges and will arrange for lunches.

Financing: I don't have any news yet on this front. I have not met with anyone from Finance so far, but I will need to sort it out within the week if I am to have everything in place in time.

In conclusion, the event is in decent shape so far. The next two weeks are crucial and this is where the rest of the committee comes in. I need every member to assist and reach out to their own contacts. Promote, promote, promote! We need the local organizations that want a table to complete the application form as soon as possible. We also need to ask for any assistance in borrowing PMD equipment. There is some money set aside in case we need to rent some items, but I would rather just borrow it if we can. The media cannot be approached until after the September 14<sup>th</sup> Council meeting.