

# Education & Communication Working Group

## Meeting Notes

Wednesday, January 3<sup>rd</sup>, 2024 (6:00 pm)

WebEx Virtual Meeting

**Present:** Alissa Denham-Robinson (Chair), Janice Brown, Graham Carroll, Karen Burke, Stefan Spolnik, Emily Bent, Cultural Heritage Planner

**Regrets:** Robin McKee, Sara Sandham, Clr. Cameron Kroetsch, Kristen McLaughlin, Julia Renaud,

**Also Present:**

**1. Changes to the Agenda**

N/a

**2. Declarations of Interest**

N/a

**3. Review of Previous Meeting Notes:**

- a. October 4, 2023 - Approved by general consensus.
- b. November 15, 2023 - Approved by general consensus.
- c. December 6, 2023 - Approved by general consensus.

**4. Policy & Administration**

N/a

**5. Publications & Print Projects**

N/a

**6. Public Outreach and Events:**

- a. HMHC Heritage Recognition Awards 2023-24
  - i. WG reviewed and assessed Nominations received to date against award qualification criteria to refine list of award recipients.
  - ii. In review of the list, members were assigned storyboards to complete.
  - iii. Members to provide further research and photos – target to complete storyboard updates for February WG meeting (Feb 7/24).
  - iv. WG discussed planning details for the in-person Celebration (food, set-up, promotion, etc.).
  - v. Alissa D-R to coordinate with Bridgeworks to confirm the event date for booking.

vi. Proposed schedule of key dates:

Working Period (Story Boards, etc.)	Dec. 2023 / Jan. 2024
Deadline for Website Content	Monday January 29, 2024
Announcement for Heritage Day	Monday February 19, 2024 (until Sun. February 25, 2024)
Working Period (Notification of Winners, Awards Prep, etc.)	March / April / May 2024
Awards Celebration Event	June 2024

**7. Other Business**

N/a

**8. Next Meeting:            Wednesday February 7<sup>th</sup>, 2024 @ 6pm**