

# Education & Communication Working Group

## Meeting Notes

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

Virtual Meeting (Microsoft Teams)

**Present:** Alissa Denham-Robinson (Chair), Janice Brown, Sara Sandham, Graham Carroll, Julia Renaud, Karen Burke, Emily Bent, Cultural Heritage Planner

**Regrets:** Robin McKee, Kristen McLaughlin, Stefan Spolnik,

**Also Present:** N/a

### 1. Changes to the Agenda

#### a. Membership Changes

Janice Brown and Kristen McLaughlin will be stepping away from E&C WG to pursue other volunteer opportunities. We value the work that they have done during their time on the Working Group and sincerely thank Janice and Kristen for sharing their time and talents with HMHC.

### 2. Declarations of Interest

N/a

### 3. Review of Previous Meeting Notes:

#### a. No copy

### 4. Publications & Print Projects

#### a. Heritage Colouring Pages (Volume 4) – Verbal Update (Alissa) – Bernie Custis is set to continue this project for the new school year.

##### i. Draft Text needed for the following pages:

1. Kirk House, Waterdown – Janice / Lyn – To be completed

##### ii. Layout to be completed for the following pages:

1. Kirk House, Waterdown – Alissa D-R – To be completed

##### iii. New Photos provided to students for the following properties:

###### Package 1

- New St. Marks
- 54/56 Hess (Recent Designations)

###### Package 2

- Philpott

July 3, 2024

- Ancaster Hotel (Recent Designations)  
Package 3
- Ancaster Property (Mason's Hall)
- Gasworks

b. New / Future Projects?

N/a

**5. Public Outreach and Events:**

a. HMHC Heritage Recognition Awards 2023-24

i. Wrap Up and Lessons Learned were discussed and recorded for future Award events including:

- a. Approx. 125 participants attended the 2024 event at Bridgeworks
- b. Food was very good and in accurate quantities. Review beverage options available for next time.
- c. Having nametags prepared was appreciated and very well received
- d. Consider introducing Award recipients to award Presenters at time of arrival – have a list available with the name tag distribution and Door Greeters
- e. Consider coordinating a dedicated volunteer to advance presentation slides on the laptop rather than the presenters
- f. It was helpful to have 2 volunteers distributing the awards but could be done by 1 person.
- g. Schedule a dedicated meeting 2 weeks prior to the Celebration to coordinate award presentation agenda, work through presentation content and review roles and responsibilities
- h. Consider trying to have more Spring/Summer content for property photos.

b. HMHC Heritage Recognition Awards 2024-25

Call for Public Nominations – deadline – September 15<sup>th</sup>

Proposed Date of future Awards Celebration – Thurs. June 12 2025 – to be verified

**6. Policy & Administration**

a. Plaquing Policy

- i. Working Group members provided with a brief project recap
- ii. Staff In-put to be requested in review of any future proposed plaquing protocol to be drafted by the Working Group.
- iii. Working Group discussed the potential “next steps” to making a recommendation. More details to be discussed at a dedicated meeting to be scheduled.

**7. Other Business**

N/a

**8. Next Meeting:**

~~Wednesday September 4, 2024 @ 6pm~~

Rescheduled to Thursday September 12, 2024

No meeting to be held in August.