



# Stratfords of the World (Ontario) Advisory Committee

## MINUTES

A meeting of the Stratfords of the World (SOTW) Advisory Committee was held on Thursday, June 15, 2023 at 10:00 a.m., in the Mansbridge Room at the Stratford Rotary Complex.

**Committee Members Present:** Joan Ayton – Chair Presiding, June Wells, Ken Clarke, Linda Hawken, Wayne Whitehorn, Joyce Mohr, Barbara Finkelstein, Virginia Burrow, Susan Kummer

**Staff Present:** Casey Riehl – Recording Secretary

**Absent:** Councillor Geza Wordofa, Kathy Hill

### 1. Call to Order

Joan Ayton, Chair presiding, called the meeting to order at 10:03 a.m.

Land Acknowledgment

Moment of Silent Reflection

### 2. Declarations of Pecuniary Interest and the General Nature Thereof

None declared.

### 3. Adoption of the Previous Minutes – April 19, 2023

**Motion by** Linda Hawken

**Seconded by** Susan Kummer

**THAT the minutes from the Stratfords of the World Advisory Committee meeting dated April 19, 2023, be adopted as printed. Carried**

### 4. Business Arising from Previous Minutes

#### 4.1 Update on Reunion Plans – Joan Ayton

Joan Ayton, Chair, provided the following updates:

- there are currently 47 delegates attending the reunion;
- two delegates have cancelled and have been reminded that there are no refunds;
- the SOTW Committee will revisit this refund policy after the reunion to discuss possible refunds at that time, dependent on final budget figures; and
- the Committee has received approval from Council to fly the SOTW Reunion flag outside City Hall during the reunion, as well as proclaiming August 2-9, 2023 as Stratfords of the World Week.

**Motion by** Barbara Finkelstein

**Seconded by** Ken Clarke

**THAT the Stratfords of the World Advisory Committee, pending design approval by the City Clerk, proceed with the purchase of a flag with the reunion logo on a white background. Carried**

Discussion continued with respect to:

- Ken Clarke having made arrangements with the Army, Navy & Air Force Veterans to borrow their flag poles for use during the reunion;
- Ken Clarke to confirm with them and request it in writing and will be in charge of relocating the flag poles to each of the events;
- Joan Ayton to provide a list of locations to Ken Clarke;
- an additional ghost tour has been booked for the hosts and committee members on June 24, 2023, with details to follow;
- most events have all been organized and finalized now;
- SOTW has adapted the timing of the BBQ and concert at the Museum on August 8<sup>th</sup> as the Museum has double booked the venue;
- the event will now begin at 4:00 p.m., the BBQ will be at 6:00 p.m. and the concert will begin at 8:00 p.m., at the Museum;
- Linda Hawken and Joan Ayton have scheduled a meeting with Museum staff to confirm the final details;
- Linda Hawken has completed a draft of the handbook and there are few edits still to be made;
- a detailed itinerary will also be in the handbook, including addresses of all the locations and possibly GPS coordinates;
- delegates and SOTW Committee members will be listed in the handbook and it is to be forwarded via e-mail to members; and
- to date, the Committee has spent approximately \$12,000.00 from the \$42,000.00 budget on reunion costs.

The Chair reviewed the draft itinerary with members noting:

- delegates will enter through the curling club entrance for the registration meet and greet at the Country Club on Wednesday;
- this entrance has a ramp and a sign directing people where to go will be placed outside;
- at the time of registration, delegates will each receive a gift bag and an envelope with all their details (host names/phone numbers, detailed itinerary, tickets, badges, etc.);
- Barbara Finkelstein has visited many local businesses and has a great start to the gift bags and she is waiting to hear back from some remaining businesses to confirm a donation and/or a rebate coupon;
- no bar is required at the registration, light refreshments and drinks will be available;
- delegates will be divided into two groups for the tours on the Thursday;
- the Civic Reception on Thursday is now scheduled to begin at 1:00 p.m. and staff will inquire about microphone/amplification for the singer;
- Wayne Whitehorn will confirm numbers with the pub the week prior;
- Joan Ayton will provide Wayne Whitehorn and Joyce Mohr with the list of delegates participating in the ghost walk on Thursday evening;
- the bus for the Perth County tour on Friday is booked for 9:00 a.m. and Wayne Whitehorn will contact the Wild Hog to discuss a possible stop at the end of the day if time permits;
- Ginny Burrow is finalizing the details of the garden dedication on Monday;
- Susan Kummer to place the flag for Stratford, Ontario during the ceremony;
- the small flags can be given to Joan Ayton after the ceremony to be used at the banquet that evening;
- there being no dress code for the banquet at the Country Club on Monday evening;
- Joan Ayton is waiting on confirmation of a Mountie attending the banquet; and
- Joyce Mohr will check delegates in for the Festival Treasures Tour on Tuesday morning.

Wayne Whitehorn and Joyce Mohr left the meeting at 11:28 a.m.

Discussion continued with respect to:

- a program will be printed for the concert on Tuesday evening;

- volunteers and hosts will also be invited to the farewell breakfast on Wednesday morning; and
- all receipts and invoices are to be sent to Joan Ayton at least one week prior to the July 13, 2023 meeting.

**5. New Business**

None noted.

**6. Date of Next Meeting**

The next meeting of the SOTW Advisory Committee will be held on Thursday, July 13, 2023, at 10:00 a.m., in the Mansbridge Room at the Stratford Rotary Complex, 353 McCarthy Road, Stratford.

**7. Adjournment**

**Motion by** Ken Clarke

**Seconded by** Linda Hawken

**THAT the June 15, 2023 Stratfords of the World Advisory Committee meeting adjourn. Carried**

Start Time: 10:03 A.M.

End Time: 11:36 A.M.