

Civic & Community Awards Steering Committee

AGENDA



Wednesday, February 13, 2019

12:00 pm

Parkinson Recreation Centre

Gala Boardroom

1800 Parkinson Way, Kelowna, BC

Pages

1. Call to Order

2. Confirmation of Minutes

3 - 5

Approve Minutes of the Meeting of January 9, 2019.

3. New Business

3.1 Review Nominations Received

3.2 Mayor's Reception Event Logistics

- Production details
- Food & Beverage
- Entertainment/Music
- Host/Emcee

3.3 Awards Night Event Logistics

- Production details
- Food & Beverage
- Entertainment/Music
- Confirm ticket price
- Host/Co-Host

4. Old Business

4.1 Review sponsorship commitments

4.2 Review Key Dates and timeline for 44th Annual Award season

- March 4th, 2019 - announcement of finalists to Council
- Sunday April 14th, 2019 - Mayor's Reception (PRC: 3:00-4:30pm)
- Wednesday April 24th, 2019 - Awards Night (Kelowna Community Theatre: 6:00-9:30pm)

5. Upcoming Meeting Dates

- Friday April 26th from 9am-10:30am - post event debrief meeting

6. Termination of Meeting