

|  |   |  |
|--|---|--|
| <b>DEPARTMENT:</b><br><b>PARKS, RECREATION</b><br><b>&amp; CULTURE</b> | <b>DATE EFFECTED:</b><br><b>May 8, 2006</b><br><br><b>DATE OF REVISION:</b><br><b>October 16, 2006</b><br><b>March 2006</b> | <b>POLICY:</b><br><b>Arts &amp; Culture</b><br><b>Wall of Fame</b><br><b>Report: R-2006-17</b><br><b>R-2006-29</b> |
|--|---|--|

**SECTION: 1000.51**

**Page 1 of 3**

## **POLICY**

### **Purpose:**

The Arts & Culture Committee's Purpose is to foster, develop and unite artistic and cultural activities in the community. Through an Arts & Culture Wall of Fame initiative the community will have the opportunity to celebrate the many outstanding accomplishments of its past and present citizens, as well as the works of art that reflect the best of Niagara Falls.

### **Objectives:**

1. to serve as a visual memory of artistic and cultural contributions in the City of Niagara Falls;
2. to ensure that both past and present residents receive due recognition for their artistic and cultural contributions;
3. to ensure that works of art are recognized for their contribution to the arts and cultural landscape of Niagara Falls.

## **PROCEDURES**

1. Wall of Fame Nomination Forms are available for public nomination through the Arts & Culture Committee's web page: [www.artsceneniagara.com](http://www.artsceneniagara.com) or at the Parks, Recreation & Culture office at the MacBain Community Centre. Completed Nomination Forms will be accepted throughout the year.
2. The deadline for nominations is July 30th of each year. Nominations received after this date will be considered as a nomination for the following year's Wall of Fame induction.
3. Depending upon the Nominee, the Awards Sub Committee may call upon specialists in the appropriate field to assist in the selection.
4. Nominations approved by the Awards Sub Committee shall be forwarded to the Arts & Culture Committee for formal motion. Staff to prepare a report to Council for final approval.
5. Nominees elected by the Arts & Culture Committee shall be publicly presented in the Fall at a date and time determined by the Committee.
6. There shall be no publicity as to the proposed nominees or voting at anytime. The only names released to the public shall be those selected to be inducted into the Wall of Fame at a date determined by the Awards Sub Committee.
7. No current member of the Arts & Culture Committee can be installed on the Wall of Fame.

**Conduct of Wall of Fame Meetings**

1. Wall of Fame meetings will be the responsibility of the Awards Sub Committee and shall be held as necessary to adequately deal with the business of the Wall of Fame and to examine public input respecting Nominees.
2. When dealing with nominations to the Wall of Fame, meetings of the Awards Sub-Committee shall be held in camera.
3. Three (3) members of the Awards Sub Committee shall constitute a quorum for the transaction of business. All members of the Arts & Culture Committee are invited to assist with the selection process and are entitled to vote. A Parks, Recreation & Culture Staff will sit on the Sub Committee in an advisory position.
4. Committee Members will state a conflict of interest in advance of the meeting and remove themselves from discussion and voting for the particular Nominee in question.

**Nominee Selection**

1. There shall be three (3) categories of induction:
  - a) Community Builder(s): an individual(s) who has made outstanding contributions to the community's arts and culture, for an extensive period of time.
  - b) Artist(s)/Work(s) of Art: an individual(s) or form of art who/that has been recognized for their/its outstanding contribution or has brought significant recognition to Niagara Falls.
  - c) Community Sponsor(s): An individual(s), business or organization that has made a significant contribution, in the form of financial or services in kind, to the enhancement of arts and culture in the community.
2. Nominees must illustrate the following to be inducted:
  - a) Outstanding achievement in their artistic or cultural field
  - b) A measurable impact on the Niagara Falls community must be illustrated municipally, provincially, nationally, or internationally.
  - c) A person must have resided in Niagara Falls for an extensive period of time.
  - d) Community Sponsors must have a minimum of five (5) years of significant contribution
3. Up to twelve (12) inductees will be chosen for the initial launch to take place in November 2006. Up to six (6) inductees per year may be inducted in the Fall of each following year. Inductees will be chosen based on the merit of the application and may not necessarily be chosen from each Category on any given year.
4. Inductees receiving recognition on the Wall of Fame will also be showcased on the "Virtual Wall of Fame" on the Arts & Culture Committee's web page.
5. Inductees will receive a personal plaque that will state their name and year of induction.

6. Each nomination must be submitted in writing on the appropriate Nomination Form and contain, but not be limited to, the following:
  - a) Nominator's name, address, telephone, and email address;
  - b) A brief biography of the Nominee that includes date and place of birth;
  - c) Details of the Nominee's awards or recognition;
  - d) Number of years the Nominee resided in Niagara Falls;
  - e) The nominator's relationship with the Nominee;
  - f) The Nominee's approval (family representative or agent, if Nominee is deceased);
  - g) A 8" x 10", colour or black and white, professional quality photo of the Nominee.
7. The nomination form must be properly and completely filled out with all the information requested. Incomplete forms will be sent back to the Nominator and may not be eligible for the current year's consideration.
8. Further information may be required by the Awards Sub-Committee to evaluate the Nominee's candidacy. The Nominator or other sources will be contacted/researched to assist in this endeavour.
9. Nominees who are eligible for induction but are not selected will be kept on file for future consideration for a period of five (5) years. All Nomination Forms, applicable documentation and photos will become the property of the Niagara Falls Arts & Culture Committee and therefore not returned to the Nominator unless specifically requested.

**Care & Maintenance of the Wall of Fame**

1. The Awards Sub Committee will determine the appropriate care and maintenance of the Wall of Fame in consultation with the Parks, Recreation & Culture Staff and the venue operators.
2. Parks, Recreation & Culture Staff shall maintain an archive composed of an information file on each Nomination and Inductee. The information will be gathered by the Awards Sub-Committee for deposit in the Wall of Fame Archive.