

Item 4. Coordinator Report – Highlights...

- Completed follow up and action items from May 28th Board meeting
- Contacted City Forester re: Bear Maintenance
 - Growth established in all areas, hand raking and additional seeding to be completed
- Initiated contact with City staff in preparation for event planning → need date and agenda
- Coordinated tree planting with Kayanase and City staff – city meeting, visit to valley and greenhouse
- Coordinated the Bear Sign design and construction preparations for September opening
- Compiled key information and prepared presentation in preparation for NEC meeting for EIC site
- Presentation to the City of Hamilton Aboriginal Advisory Committee June 5
- Attended June HCCC meeting at the Onondaga Longhouse for presentation June 7 (Sept?)
- Followed up on SWM system repairs for potential planting
- Prepared presentation and attended GroundSwell Conference at University of Guelph
- Follow up communications with NEC and HCA boards in response to annual report
- Tentatively scheduled presentation to HCA board for November
- Conducted mid-year financial review with GREAT finance and compiled report
- Board meeting planning and general office administration
- Two weeks vacation and third week planned for August 5 to August 11th.

Item 5.2. Bear Opening – 2 or 3rd week of September

Key planning questions to be answered:

- Date Selection – Tue, Wed, Thu are best?
- Choosing a Time – late afternoon or early evening?
- Invitation List – Invitation and RSVP
- Food/beverage? – typical numbers that attend such events?
- Program planning – no official ceremony should last over 15 min?
 - Speakers (who, and what order?)
 - Ceremony or symbolic activity – e.g., Ribbon cutting? Haudenosaunee?
 - Information display, set up, banner?
- Media Coverage – news release and photographer