

CFUW Etobicoke Executive Meeting | 2020-2021

Tuesday, August 11, 2020
Executive Committee Meeting
Via Zoom, 7:00 pm

Present:

Joanne Jamieson, President
Maure Kentner, Past President
Judy McCormick, Chair, Interest Groups
Barb Rukavina, Treasurer
Linda Rose, Membership
Jennifer Denomme, Chair, Communications
Mac King, General Meeting Recording Secretary
Lois Willson, Chair, Membership
Pat Cleland

Regrets: Adele Wilkinson, Germaine Drury, Judy McCormick, Maureen Willis

Guest:

Lesley Darling, Communications Committee

Welcome

- Joanne Jamieson opened the Executive Meeting at 7:10 pm.
- Joanne Jamieson welcomed everyone to the meeting and acknowledged the Native Lands on which we are meeting.

Approval of Agenda

1. The agenda was approved as circulated.

Approval of Meeting Minutes

2. Joanne Jamieson thanked Susan Clark for taking the minutes for the Executive Committee during the 2019-2020 year.
3. The Executive Committee Meeting minutes from June 18, 2020 were approved as circulated.
4. The Executive Committee Meeting minutes from June 11, 2020 were not available to approve.

ACTION: Approve June 11, 2020 at the next Executive Committee Meeting.

President's Report

5. Joanne Jamieson reported on the virtual CFUW National held on Friday, June 19th, Saturday, June 20th and Saturday, August 8th, 2020.

Our Mission: CFUW will continue to enhance its role as a national, bilingual, independent organization striving to promote equality, social justice, fellowship and life-long learning for women and girls.

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Action: Maure and Joanne will send a letter from the Club giving feedback to the format of the AGM.

6. At the CFUW National AGM the Nepean motion to increase national dues by \$5.00 failed. Discussion was held on the advantages and disadvantages of maintaining the present 2019-2020 fee for 2020-2021 - \$116.00. Joanne presented a chart of the division of the fees and several models of the financial picture if we accepted one of the models. The decision was that the fees will remain the same for the 2020-2021 year. Due to a lack of quorum the decision could not be ratified by the Executive Committee.

Action:

- a) **At the next Executive Committee meeting a motion will be presented by the Treasurer to approve the fee of \$116.00 for the 2020-2021 year.**
- b) **Membership will now complete the membership form for 2020-2021.**
- c) **Barb will make sure that our budget shows the break out on separate lines of the national fees (national, GWI) and Ontario Council (fees and insurance).**
- d) **Joanne will prepare a rationale for the fees for the next newsletter.**
- e) **Barb will prepare a fee structure model for the next newsletter (national, OC, Charitable Trust, etc.).**
- f) **As a result of maintaining the same fee as the past year all members will be cognisant of any members for who the fee this year may be an issue of being too high or unable to pay the fee.**
- g) **All individuals who were members during the 2019-2020 year will receive the newsletter even if they do not rejoin for the current year 2020-2021. This is to help with member retention.**

Membership Report

7. Lois thanked Cathy Holmes for all of her work behind the scenes to prepare the membership form.

8. The issues of privacy have been addressed in the new membership form. Concerns were addressed as to how this will be tracked. Pat Cleland mentioned that our report request system can break this down when required.

9. Suzanne Wade, the Data Base Administrator (DBA), will develop the format as needed.

10. The deadline for membership renewal for the 2020-2021 year will be October 15th, 2020.

11. Twitter and Instagram are going to be added to the form.

12. Joanne expressed the thanks of the Executive Committee for the work that the Membership Committee has done to get ready for the coming season.

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Action:

- Membership will finalize the 2020-2021 form and it will be sent to Communications for the newsletter and the website
- For the 2021-2022 year, Membership will look at finding a method that can include electronic signature on the form.
- h) Joanne, Maure and Communications: With the addition of Twitter and Instagram we need someone to coordinate the postings to these medium.
- i) When the changes to the Constitution are presented at the October 2020 Club AGM the fee section for students will indicate that the individual must be a full time student. Confirmation will be requested.

Newsletter Report

13. Joanne welcomed Leslie Darling to the meeting as a guest. Leslie's primary responsibility on the Communication Committee is to maintain the website.

14. Due Dates:

- For the August 17th notice – all information must be to Communications by Aug 13th. Joanne will send the Ontario Council (OC) AGM Report to the committee on the 16th.
- August 30th Newsletter - All items are due August 25th.

15. The August newsletter will include the training sessions for anyone not familiar with Zoom.

16. Pat Cleland will update her list of those who may need assistance and then contact them.

Action: Pat Cleland

17. Interest Groups – If there is a need for a separate training session for interest group convenors then this will be arranged for the last week of August.

Action: Judy McCormick

18. A thank you to the Newsletter team will be placed in the September newsletter.

Action: Joanne and Maure

Fundraising Report

19. Chaired by Joanne, discussion centred on how the Club will maintain its current level of giving to the CFUW Etobicoke Charitable Trust and the community associations who have been supported in the past under COVID19 and a virtual meeting format

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20. One method of encouraging donations for community organizations was to have the Club “match” the amount given by members. This would require a motion from the membership. This is a possible consideration as the current operational account has a surplus.

21. Concerns were expressed about the fact that the Club can only provide income tax receipts for Charitable Trust donations and not Community organizations. Canada Helps could be used and our organization could get the totals assigned to it. However, there is a fee for Canada helps of 3.4.9% (varies with the amount of the donation).

22. Concerns were expressed that it would mean more zoom meetings. Will there be “zoom fatigue”?

Action: Joanne will call for a meeting of anyone who would like discuss any fundraising proposals. This should include at a minimum some Executive Committee members, chairs of Banquet, Breakfast, Card party, Book sale, December’s fundraiser and other interested persons.

Diversity and Inclusion Report

23. SEO – Search Engine Optimization: A suggestion has come from the committee that discussion occur on whether we have sufficient or appropriate key words for searchers to find our website.

Action: All Executive Committee members are asked to send any suggestions to Leslie Darling.

Documents Report

24. Based on what the revised Constitution will use as terms the Constitution Committee that Maure gave name to should actually be called Documents Committee and include review of all Club documents.

25. The Executive Committee members will receive a draft copy of proposed changes to the Club Constitution on August 12th, 2020. Discussion will occur over several weeks about the changes. The goal is to have the Constitution into the September newsletter in preparation for passage at the October Club AGM.

Action: Maure to send out the draft of the Constitution.

The meeting was adjourned at 8:45 pm.

NEXT MEETING:

Our Mission: CFUW will continue to enhance its role as a national, bilingual, independent organization striving to promote equality, social justice, fellowship and life-long learning for women and girls.

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DATE: Thursday, August 13th at 7 pm

LOCATION: virtual attendance

MINUTES PREPARED BY: Maure Kentner, Past President (Executive Committee)

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