

CFUW Etobicoke Executive Meeting | 2020-2021

Thursday, August 13, 2020
Executive Committee Meeting
Via Zoom, 7:00 pm

Present:

Joanne Jamieson, President, Chair of Meeting
Maure Kentner, Past President
Barb Rukavina, Treasurer
Linda Rose, Membership
Mac King, General Meeting Recording Secretary
Germaine Drury
Cathy Holmes, Membership
Pat Cleland, Charitable Trust

Regrets: Adele Wilkinson, Judy McCormick, Maureen Willis, Jennifer Denomme, Lois Willson

Guest:

None

Welcome

- Joanne Jamieson opened the Executive Meeting at 7:13 pm.
- Joanne Jamieson welcomed everyone to the meeting and acknowledged the Native Lands on which we are meeting.

Approval of Agenda

1. The order of the agenda was shifted slightly and approved.

Approval of Meeting Minutes

2. The Executive Committee Meeting minutes of 2020-08-11 were approved as circulated after clerical corrections.
4. The Executive Committee Meeting minutes from June 11, 2020 were not available to approve.

Action:

- **Maure will send a copy of the 2020-08-11 minutes to Communications for uploading under the executive file.**
- **Maure will circulate the draft of the 2020-06-11 minutes for approval at the next meeting.**
- **Maure to include Sharon McLeod on the Final minute's distribution.**

President's Report

5. Carol Peterson is stepping down as Chair, Program Committee. Joanne expressed her thanks to Carol for the wonderful program she and her committee prepared for the coming year and her leadership with the committee.

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6. Joanne thanked everyone for all of the work done for the Club over the summer months. She recognized that behind the scenes there are many calls, planning meetings and implementation.

Vice President's Report

7. No report. The Nominations Committee is still looking for a VP.

Treasurer's Report

8. Barb Rukavina presented the operational account balance - \$11509.54 as of July 31st. Our fiscal year starts July 1st so there is not much activity in July.

9. Barb has updated the expense voucher.

10. The Finance Committee met during the summer but no minutes were recorded. Debbie Wright will present the 2020-2021 budget at the October AGM.

11. Note: All items needed for the AGM in October must be sent out to the membership in the newsletter going out on September 30th, 2020.

12.

Special Note: The following was a follow-up email to the Executive Committee on 2020-08-14. This information was discussed at the meeting but as there was not a quorum the Executive Committee agreed to an electronic vote.

1. From June 4th, 2020 Executive meeting: We passed a motion to send CFUW Charitable Trust \$250.00. We agreed on that motion. However, when the cheque was written it was sent to our Etobicoke Charitable Trust. National uses the terminology CFUW alone and Etobicoke uses CFUW Etobicoke. In future we will try to add national to the notes when this is needed for clarification.

The rationale for this money was that CFUW National was not going to have its usual fundraiser at the AGM and we would send some money from our operational account.

Moved that the CFUW Etobicoke Executive Committee approve that \$250.00 be transferred to the CFUW Etobicoke Charitable Trust. Moved by **Seconded by Barb. Seconded by Mac. (Note this money has already been moved there.) Carried.**

Moved that the CFUW Etobicoke Executive Committee approve that \$250.00 be sent to CFUW (National) Charitable Trust due to the inability of the Trust to have its usual AGM fundraiser. Moved by Barb. Seconded by Mac. (If money will

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need to be transferred.) Carried

2. Moved that the CFUW Etobicoke Executive Committee approve the fees for the CFUW Etobicoke year, 2020-2021, be \$116.00. Moved by Barb. Seconded by Maure. Carried.

3. Moved that the CFUW Etobicoke Executive Committee approve the budget for 2020-2021 as presented to the Executive Committee by the Finance Committee. Moved by Barb. Seconded by Maure. Carried.

Action: Barb will send the new voucher out to all who need it.

Past President's Report

13. Nominations Committee Report – Program Committee – Calls will first be made to the committee members to see if there is anyone interested in taking on the position. The position will also be offered in the next two newsletters until the position is filled.

A concern was raised that the committee was maybe a bit of a “clique”. To avoid this impression an effort will be made to include more members on the committee, post all vacancies in the newsletters and make announcements at meetings.

Cathy Holmes was welcomed to the Nominations Committee.

14. Calls have been made to several individuals for both the Executive Meeting Recording Secretary and the Vice-President positions.

Action:

- **Maure to make Program Committee calls.**
- **Maure to get announcements about Executive Committee Vacancies into the newsletter.**

Membership Report

15. Donna Bailey asked that there be language changes to the section of the membership form 2020-2021 in regards to “supporting the principle of...”, etc. The issue was concerning more explicit language. Donna and Cathy Holmes will determine the appropriate language. Concern was raised as to who will “chase” those who might not check off this box. It will most likely be the President, Vice-president and the Past President.

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16. The word mandatory will be added to the top of the membership form to include a number of sections.

17. The membership form will be ready to send out to the membership in a separate notice.

Action:

- **The final changes of language will be done to the membership form.**
- **Pat Cleland will update the data base to include a column for the new check box.**
- **Membership will arrange for all membership material be sent on to Communications.**
- **Joanne will add a short membership blurb to the August 17th notice to members.**
- **All membership materials will be attached to the September and October Newsletters. We want to ensure membership retention Covid-19 times.??**

Charitable Trust

18. Pat Cleland has agreed to be a part of the Charitable Trust Committee.

19. At the end of the Executive meeting a brief discussion was held about working towards having a “trades” scholarship perhaps working through Humber College where we already have a relationship.

Communication Report

20. The deadline for the next newsletter will be August 14th, 2020. Joanne will get the Ontario Council AGM Special Meeting report to Communications by 2020-08-16.

21. Submissions for the September newsletter must be sent to Communications by August 25th, 2020.

Document Committee

22. A draft of the Constitution has been sent to all Executive Committee members. Please read the material and send any suggestions to Maure. The document will be discussed at the September Executive meeting. Package will come out next week.

Action: Report any suggestions to Maure by 2020-08-21.

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Diversity and Inclusion Report (next page)

23. The Committee has been active in sending material to the newsletter on a regular basis. A current theme is the issues of racism in communities.

24. Maure Kentner will report to the Executive Committee about the Diversity and Inclusion activities.

Program Report

25. The 2020-2021 program has been posted on the website.

Issues and Advocacy

26. Donna Bailey reported that the next meeting of the committee will be in September.

27. There are category of Concern files set up for 10 critical advocacy areas. These are summaries of the critical themes within the topic.

Interest Groups

28. Judy McCormick has prepared material for the next newsletter. She has been in contact with all interest group convenors about their plans for the coming year.

Fundraising

29. After discussion there will be an ad hoc committee struck to take a look at specific fundraising ideas for use under virtual conditions.

Action: Joanne will gather together those most involved in past fundraising events for a meeting to figure out possibilities for this coming year.

Other

Note: These items came up in the general discussion after Joanne had adjourned the meeting.

30. Motion Book – Maure asked if anyone knew where there was a complete motion book. Mac and Maure will make sure that this year's motions are uploaded to the website.

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31. Honouring Long Term Members – Cathy Holmes has updated the data to determine the length of time members have had of *consecutive* years as members of CFUW. She will start at 20 years and help us to recognize members in 5 year groups 20, 25, 30, 35, 40, etc. These women will be honoured at the October AGM.

Action:

- **Joanne to add this to the AGM agenda**
- **Cathy to determine the list.**
- **Maure to plan the actual celebration and presenters.**

The meeting was adjourned at 8:20 pm.

NEXT MEETING:

DATE: Thursday, September 3rd at 7 pm

LOCATION: virtual attendance

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