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**CFUW Etobicoke
Executive Committee Meeting
Thursday, March 2, 2023
Fairfield, 3:00 pm**

Facilitated by	Cathy Holmes
Minutes Taken by	Virginia Anderson
Agenda Location	Email - Cathy Holmes
Attendees	Cathy Holmes, President Joanne Jamieson, Past President Susan Clark, Chair, Interest Groups Germaine Drury, Hospitality Jennifer Denomme, Co-Chair, Communications Sandy Marven, Membership Martha Leger, Member-at-Large Virginia Anderson, Member-at-Large; Mary Dodge Bovaird, Program; Pat Joyce, Membership-Social.
Guests	Pat Cleland, Guest
Regrets	Mac King, Recording Secretary Donna Bailey, Co-Chair, Advocacy Chair Marilyn Goodchild, Hospitality; Barb Rukavina, Treasurer Maure Kentner, Co -Chair Advocacy

#	Topic	Discussion
1.	Welcome	Welcome to the March Executive meeting
2.	Acknowledgement of the Land	Presented by President
3.	Acceptance of Agenda	Accepted as presented with a few additions.
4.	Approval of the Executive Minutes	Minutes – 2023-02-02 <ul style="list-style-type: none"> • Hearing no errors or objections the minutes of 2023-02-02 are declared approved as written.

5.	Approval of the General Meeting Minutes	<p>General meeting minutes – 2023-02-09</p> <ul style="list-style-type: none"> With the correction of the spelling of Cathy’s name, the minutes of the 2020-02-09 General Meeting were approved as submitted.
6.	President Report	<p>Executive meetings.</p> <ul style="list-style-type: none"> Pat Joyce confirmed that there is no committee set up as of yet for the 75th Anniversary Celebration. Pat agreed to be the Executive member on this committee once it is set up. <p>Action: This will be presented at the General Meeting in March to form a committee.</p> <ul style="list-style-type: none"> Reviewed the Membership forms for 2023-2024. The new Membership Forms will reflect the fees for the newsletter to be \$20.00. As well, this new fee will be reflected on the database. The Marketing Committee will be added to the list of committees that members can join. Members will be asked for their permission for their pictures to be used on Facebook, Next Door and Instagram. Going forward new members who join as of March 1, 2023 will pay the same fees as a dual member. The proposed budget of 2023-2024 was reviewed. There is a surplus of \$4,134.81 as we paid no rent as well as no printing fees. Using the projections of the same number of members, there is no plan for fees to change. Some explanations of the surplus are: Line 33- there were no costs for the Conference Reserve. Line 37- There is some liability insurance. Line 42- Marketing was increased to \$300. Cathy will check into this as it may not be an increase. Line 44- There was no prepaid printing costs. Line 47- Stop the Violence Breakfast, Speaker fees can be increased if necessary. Often the speaker doesn’t request a fee. Line 48-There is \$500. available for start up costs of new ventures that would be paid back once the event has its fundraiser. The plan is to give half of the surplus to the Charitable Trust. As well, Marketing costs may increase. <p>MOVED: That the 2023-2024 Budget as presented today be approved for next year. Joanne Jamieson-Past President Seconded: Mary Dodge Bovaird APPROVED</p> <ul style="list-style-type: none"> There will be some changes to the Zoom Account as Pat Cleland and Maure Kenter will not be continuing to schedule and manage the account. Jennifer Denomme will take on this responsibility moving forward. She will

		<p>be the contact person to set up a zoom meeting and schedule events.</p> <ul style="list-style-type: none"> • Long time Membership Recognition Awards will start again in person at monthly membership meetings. This replaces the mailed awards used during Covid zoom meetings. • Martha Leger and Kanchan Sthankiya have agreed to manage the name tags for the in person monthly meetings. Updating the name board will need to happen. Action taken: Martha will contact Ginny Marshall for consultation on this. • An updated Membership List of members who have joined and members who have left needs to be compiled. Action taken:Sandy Marven agreed to look into this.
7.	President	<p>Review Action Items</p> <ul style="list-style-type: none"> • There were no actions items to review from the February meeting
8.	Past President Report	<ul style="list-style-type: none"> • The Stop the Violence Breakfast on February 14, 2023 raised over \$4000.00 This was shared between the two shelters, Ernestine's and Women's Habitat.120 people attended the event via Zoom. Debbie Wright and Bev Evans will be co-chairing this committee for next year's Stop the Violence Breakfast. Gail Rutherford is stepping down. • There is no plan yet for the year's end celebration. An idea of hosting an outdoor event for our May meeting is being considered. • Marketing Committee report- The draft postcard was reviewed. This was seen as a great marketing tool. Emphasizing what makes us unique and captures our priorities, i.e. social engagement and learning opportunities could be reflected in the order of their appearance on the postcard. Printing costs were also reviewed as Jenfer spoke to the printer. For \$75.00 there can be 100 4x6 coloured two sided postcards. Larger posters were also seen as helpful. Libraries can be approached for display as CFUW is non-profit. Action taken: ASAP send your suggestions to Joanne Jamieson as there is a March 21st deadline.

9.	Financial Report	This was covered previously in the Budget Proposal
10.	Membership Chair	<p>Sandy Marven reported that there are 4 new members. Pat Joyce has reached out to them on an individual basis. There was an invitation to meet as a group but 1 on1 worked best. This allowed a discussion of the various groups and roles new members can become involved in. A new signed waiver not focusing on Covid but acknowledging the limits of CFUW's liability needs to be drafted.</p> <p>Action Taken: Cathy will check with other Clubs to learn how they have dealt with waivers.</p> <p>Updating the Application Form was discussed. Is there a way to format the back of the form to target what we want people to sign up and fill in? Timing was also discussed as people send in their forms over a long period of time.</p> <p>A decision was made on how dual membership fees can be used for new members after March 1st and January and February members will pay full fees with \$21.00 being donated to the Charitable Trust.</p> <p>Moved: That new members joining the Club between Jan 1 and Feb 28 will pay full membership dues. New members joining the Club after Feb 28 will pay membership dues equal to the dues set for Dual members. Joanne Jamieson -Past President Seconded - Jennifer Denomme APPROVED</p> <p>Moved: That the \$21.00 Unallocated fees for new members joining the Club Jan 1 to Feb 28 be donated to Charitable Trust. Joanne Jamieson- Past President Seconded - Jennifer Denomme APPROVED</p> <p>Action taken: Cathy will make sure this is reflected in the constitution.</p>
11.	Interest Groups	<p>Interest Groups</p> <p>Susan Clark reported that most Interest Groups were meeting in person. There will be a Convenor Tea on April 27th.</p> <p>The 100Th Year Book on CFUW-all have been sold except for 1. All proceeds have been given to the Charitable Trust.</p>

12.	Nominations	<p>Nominations</p> <p>Joanne Jamieson said that there were a number of candidates for the Executive for 2023 - 2024. Here are the nominations for the AGM:</p> <p>President: Cathy Holmes (until December 2023)</p> <p>Vice President:</p> <p>Past President: Joanne Jamieson</p> <p>Treasurer: Barb Brydon</p> <p>Membership: Sandy Marven and Anita De Angelis</p> <p>Membership Social: Pat Joyce</p> <p>Recording Secretary of Executive Meetings: Lois Willson</p> <p>Recording Secretary for General Meetings: Mary Hilborn and Lori Bailey</p> <p>Interest Groups: Adele Allan and Sue Lattik</p> <p>Program: Mary Dodge Bovaird</p> <p>Communications: Leslie Darling and Jennifer Denomme</p> <p>Advocacy: Donna Bailey - No - please remove</p> <p>Hospitality: Germaine Drury and Marilyn Goodchild</p> <p>Members at Large: Virginia Anderson and Martha Leger</p> <p>MOVED : That the slate of nominees as presented here be accepted for the 2023-2024 CFUW Etobicoke Executive Committee.</p> <p>Joanne Jamieson- Past President</p> <p>Seconded: Mary Dodge Bovaird</p> <p>APPROVED</p> <p>MOVED: That Members-at-Large may suggest motions and vote on any motion at the Executive meeting.</p> <p>Joanne Jamieson- Past President</p> <p>Seconded: Jennifer Denomme</p> <p>APPROVED</p>
13.	Advocacy	<p>Advocacy</p> <p>Cathy read a statement from Donna Bailey regarding Ukrainian refugees and the ongoing need for support for them. As well, a question for candidates running for Mayor is to be added to the list of questions. This was discussed with a suggestion of wording it to “How will you use the stronger mayor powers?”</p>
14.	Program	<p>Program</p> <p>Mary Dodge Bovaird reported that the following speaker: March speaker from Ducks Unlimited Canada, Lynette Mader will focus on issues related to the urban landscape and wetlands. April will be Act 2 Studio doing vignettes and two speakers on Alzheimers. This will cost \$600.</p>

		<p>The May meeting will be with Denise Jackson who is affiliated with Carabana.</p> <p>Oct. will focus on gratitude and Thanksgiving</p> <p>Nov will be a panel of small Etobicoke Charities such as Haven, Youth Without Shelter, Around the World, Help Us Help.</p> <p>December will be a celebration. Looking at music and the possibility of a choir.</p> <p>Other potential speakers are also being looked into.</p> <p>A food safety concern about in person meetings was raised, It was decided? that refreshments will not be self-serve.</p>
15.	Communications	<p>Communications</p> <p>Jennifer Denomme reminded everyone that articles are needed for the April newsletter. The deadline is March 13th.</p>
16.	Other Business	<p>New Business</p> <p>There was no other new business</p>
17.	Next Meeting	Thursday, April 6, 2023 at 3pm.
18.	Appreciation	Thank you to all the members for their work on the various activities of the club.
19.	Adjournment	Meeting adjourned at 5:15..