

**ONTARIO FAMILY STUDIES
HOME ECONOMICS
EDUCATORS' ASSOCIATION**



Association des Educateurs des Sciences
Familiales de l'Ontario

ANNUAL REPORT 2017

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Please note that the Financial Statements are not included in this report. To obtain a copy of the statements, Members may request a copy by contacting the Association's Administrator, Lauren Stitt at ofsheea@ofsheea.ca.

**OFSHEEA Board of Directors
2016-2017**

Officers

| | |
|--|--|
| President | Derek Wun |
| Past President | Vacant |
| Vice President | Camille Naranjit |
| Treasurer | Vacant |
| Secretary | Cassandra Francois |
| Regional Director's Representative | Jenni Marr |
| Directors-at-Large Future Directions | Roula Hawa (May 2016 – October 2016) Jennifer Merkle (commenced October 2016) |
| Directors-at-Large Corporate Sponsorship | Jennifer Hill |

Regional Directors

| | |
|---------------|--|
| Eastern | Emily Ellwood |
| Central East | Jane Nickerson (October 2016-April 2017) |
| Metro Toronto | Jenni Marr |
| Central West | Niki Bales |
| Western | Jennifer Hill |
| Northern | Vacant |

Standing Committee Chairs

| | |
|------------------|--------------------|
| Archives | Cassandra Francois |
| Awards | Camille Naranjit |
| Conference Chair | Vacant |
| Membership | Derek Wun |
| Communications | Nahid Mawji |
| Nominations | Derek Wun |
| Resolutions | Camille Naranjit |

ANNUAL REPORT OF ACTIVITIES by Position
May 1 2016 - April 30, 2017

President's Report

- May 13, 2016: Attended the Subject/Association Meeting, hosted by the Ministry of Education at the Chestnut Conference Centre, on behalf of OFSHEEA.
- May 14, 2016: Attended the OTF Curriculum Forum Meeting on behalf of OFHSEEA.
- May 16, 2016: Prepared agenda and facilitated Executive teleconference meeting.
- May 20, 2016: Teleconference with R. Hawa and L. Stitt. Established call for presenters for the Financial Literacy Project.
- May 24, 2016: Prepared agenda and facilitated Conference Committee teleconference.
- June 2, 2016: Uploaded Financial Literacy Project – Call for Presenters to OFSHEEA website.
- June 8, 2016: Prepared agenda and facilitated Conference Committee teleconference.
- June 9, 2016: Spoke with N. Bales via phone. She is interested in a position on the OFSHEEA Board, discussed options coming up.
- June 19, 2016: Facilitated teleconference meeting with R. Hawa and L. Stitt, to discuss selection of Financial Literacy Project applicants.
- June 20, 2016: Read through Financial Literacy Project applications and selected the seven successful applicants.
- June 23, 2016: Met with R. Hawa and L. Stitt to discuss and confirm selection of writers for the Financial Literacy Project.
- June 23, 2016: Drafted acceptance emails to successful applicants for the Financial Literacy Project.
- June 24, 2016: Sent acceptance emails to successful applicants for the Financial Literacy Project.
- July 6, 2016: Met with R. Hawa and L. Stitt to go over final preparations for Financial Literacy Project kickoff meeting. Printed off required documents, completed resources for kickoff meeting, including Powerpoint, templates, and exemplars.
- July 7, 2016: Facilitated Financial Literacy Project kickoff meeting.
- July 10, 2016: Took over writing responsibilities for one course on the Financial Literacy Project due to one writer stepping down.
- July 19, 2016: Prepared agenda for Conference Committee teleconference. Participated in Conference Committee teleconference.
- August 2016: Sent reminders and fielded questions from writers for the Financial Literacy Project.
- August 20, 2016: Collected and organized course folders for editing re: Financial Literacy Project.
- August 23, 2016: Prepared agenda for Conference Committee teleconference. Participated in Conference Committee teleconference.
- August 26, 2016: Met with C. Francois, OFSHEEA Secretary, to edit AGM 2014-2015 minutes and Board of Directors meeting minutes from April 2016. Began formatting first draft of Annual Report 2016.
- August 26, 2016: Sent email to Board requesting Board reports.
- August 29, 2016: Met with Adam Becker and J. Hill, OFSHEEA Director of Corporate Sponsorship, to finalize schedule of workshops for the fall conference.

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- August 29, 2016: Met with C. Naranjit, OFSHEEA Vice-President, to discuss and draft resolutions and nominations.
 - August 30, 2016: Drafted first schedule of workshops for Fall Conference 2016.
 - September 2016: Edited lessons submitted for the Financial Literacy Project.
 - September 5, 2016: Created and uploaded poster for Fall Conference 2016 onto website.
 - September 8, 2016: Prepared agenda for Conference Committee teleconference. Participated in Conference Committee teleconference.
 - September 13, 2016: Prepared agenda for Executive teleconference. Facilitated Executive teleconference.
 - September 21, 2016: Prepared agenda for Conference Committee teleconference.
 - September 28, 2016: Along with L. Stitt, met with Stevenson-LeHocki to go over bank requisitions and financial statements.
 - October 6, 2016: Prepared agenda and facilitated Conference Committee teleconference.
 - October 20, 2016: Photocopied resource packages for Conference participants.
 - October 21, 2016: Set up for OFSHEEA Fall Conference at Meadowvale Secondary School.
 - October 22, 2016: Attended OFSHEEA Fall Conference.
 - October 22-23, 2016: Chaired Board of Directors Meeting.
 - November 25, 2016: Prepared presentation on OFSHEEA's Financial Literacy Project for the OTF Financial Literacy Conference: "It All Adds Up: Making More than Cents out of Financial Literacy".
 - November 26, 2016: Presented at the OTF Financial Literacy Conference: "It All Adds Up: Making More than Cents out of Financial Literacy" on behalf of OFSHEEA.
 - December 2, 2016: Deposited cheque for the OFSHEEA-OFS3HLC project.
 - December 7, 2016: Spoke with S. Fava to discuss translation services for Financial Literacy Project.
 - December 12, 2016: Drafted and sent S. Fava contract for translation services for Financial Literacy Project.
 - January 14, 2017: Prepared e-mail blast.
 - January 17, 2017: Prepared 2016 update on the state of Family Studies education in Ontario for the 2017 Canadian Symposium.
 - January 30, 2017: Prepared email to send out to membership re: Family Studies teacher survey, on behalf of H. Bamford.
 - February 1, 2017: Met with S. Fava to discuss translation of financial literacy resources.
 - February 22, 2017: Prepared agenda and facilitated Executive Committee teleconference.
 - March 22, 2017: Prepared agenda and facilitated Conference Committee teleconference.
 - April 1, 2017: Submitted final reports to Ministry for Financial Literacy Project.
 - April 2, 2017: Uploaded all Financial Literacy Project resources to the OFSHEEA website (via LiveBinders.com). Sent out emails informing Family Studies educators about their release.
 - April 8, 2017: Prepared agenda for April Board of Directors meeting. Sent agenda to secretary, VP, and administrator for editing before sending out to Board.
 - April 12, 2017: Prepared agenda and facilitated Conference Committee teleconference.
 - April 22, 2017: Chaired Board of Directors Meeting.

Submitted by Derek Wun

Past President

Vacant

Vice President's Report

Position Vacant: May 1, 2016- June 20, 2016

- June 26, 2016: Received congratulations on appointment to vice president from OFSHEEA Board Members.
- June 29, 2016: Sent e-mail to Central West members announcing my resignation as their Regional Director and thanking them for their commitment to OFSHEEA.
- June 29, 2016: Participated in Conference Planning Teleconference.
- August 29, 2016: Met with D. Wun, President, to draft resolutions and agendas for upcoming October 2016 Annual General meeting.
- August 29, 2016: Sent a series of documents to N. Bates the new Central West Regional director to inform her of her role and begin the transition process.
- August 29, 2016: Typed up drafted resolutions and revised them and sent them to D. Wun for editing.
- August 30, 2016: Worked on gathering award resources and planning award nomination process and timeline for nomination.
- September 6, 2016: Prepared awards nomination package/forms to solicit nominations for OFSHEEA awards that will be presented to members at the coming AGM. They will then be sent to J. Marr to send to regional Directors to forward to their members.
- September 6, 2016: Prepared AGM resolutions and blank proxy voting form for J. Marr to send out to regional directors for them to forward by the deadline of September 22nd.
- October 21, 2016: Attended the Ontario Ministry of Education Spring Subject Association's Meeting to discuss ministry initiatives and curriculum at the Aga Khan Museum in Toronto.
- October 22, 2016: Appointed (by executive) and acted as Parliamentarian for the 2016 OFSHEEA 2016 Annual General Meeting.
- November 1, 2016: Wrote and sent an lesson e-mail blast. November 22, 2016: Attended OTF Social Science Innovations in Teaching webinar.
- January 15, 2017: Backed-up my OFSHEEA member files and important Google Docs membership data files on a memory stick as a precaution. Planning on continuing this post Spring Board meeting if given a directive to do so.
- January 2017: Discussed with OSSTF provincial executive two potential liability issues if we take students off site to read and interact with primary school students while teaching the parenting courses. Let them know: (1) It is not in a teacher's job description to teach outside of their school - slip and fall or complaints against teacher by elementary students' parents. (2) Unintentional harm of elementary students by secondary students may occur while doing activities with them. OSSTF District 21 (Hamilton-Wentworth) brought this forward as a health and safety or liability issue. OSSTF provincial position is to find other ways of teaching students about interacting with young children without taking your students to elementary schools due to potential liability and discipline issues.
- February 22, 2017: Participated in a teleconference to discuss executive issues.
- February 23, 2017: Revised pre-drafted motion for presentation at Board meeting/ 2017 AGM regarding adding an *award of merit* that is meant to be a sort of thank you and job well done incentive certificate. [Awards are very "strict" and therefore proposed one for those who work in the association.]
- February 28, 2017: Received a new book of OFSHEEA cheques and signed some and sent them to L. Stitt.

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- March 2, 2017: Reviewed, revised the OFSHEEA Awards nomination forms to be posted on the website and sent them to OFSHEEA President, D. Wun.
 - March 20, 2017: Was appointed as OHEA parliamentarian and fulfilled my duties at the 2017 Annual General Meeting.
 - March 24, 2017: Attended the OHEA Annual General Meeting and related OFSHEEA greetings on behalf of our Board. Made an announcement regarding the OFSHEEA Conference in 2017.
 - April 1, 2017: Met with a banker at TD in Hamilton to add my name to our account as an official signer for financial transactions.
 - April 3, 2017: Compiled research on the role of President-Elect in OFSHEEA and why it is necessary to have one and re-introduce this executive position. Wrote down concerns and ideas of succession planning regarding President.
 - April 12, 2017: Participated in a teleconference to start planning the OFSHEEA October Conference.
 - April 22, 2017: Attended in person and participated in the OFSHEEA Board of Directors meeting in Oakville, Ontario.
 - April 29, 2017: Attended the Ontario Ministry of Education Spring Subject Association's Meeting to discuss ministry initiatives and curricula.

Submitted by Camille Naranjit

Treasurer's Report

Position Vacant

Secretary's Report

- July 19, 2016: Attended and recorded minutes of Conference Committee Teleconference.
- August 23, 2016: Attended and recorded minutes of Conference Committee Teleconference.
- August 26, 2016: Met with D. Wun, OFSHEEA President, to edit AGM 2014-2015 minutes and Board of Directors meeting minutes from April 2016. Began formatting first draft of Annual Report 2016.
- September 8, 2016: Attended and recorded minutes of Conference Committee Teleconference.
- October 22, 2016: Edited and finalized drafts of the Annual Report to be posted on the OFSHEEA website.
- September 22, 2016: Attended and recorded minutes of Conference Committee Teleconference.
- October 18, 2016: Met with OSHEEA president D. Wun to create packages for Conference.
- October 18, 2016: Attended and recorded minutes for Executive Teleconference.
- October 21, 2016: Set up for OFSHEEA Conference at Meadowvale Secondary School.
- October 22, 2016: Attended and participated in the facilitation of the OFSHEEA Conference and Board of Directors Meeting
- October 23, 2016: Attended, participated and recorded minutes for the Board of Directors Meeting.
- April 12, 2017: Attended and recorded Conference Committee Teleconference.
- April 22, 2017: Attended and recorded Board of Directors Spring Board Meeting.

Submitted by Cassandra Francois

Director-at-Large Future Directions Report

- June 20, 2016: Read through Financial Literacy Project applications and selected the seven successful applicants.
- June 23, 2016: Met with D. Wun and L. Stitt to discuss and confirm selection of writers for the Financial Literacy Project.
- July 6, 2016: Met with D. Wun and L. Stitt to go over final preparations for Financial Literacy Project kickoff meeting.
- July 7, 2016: Facilitated Financial Literacy Project kickoff meeting.
- August 20, 2016: Collected and organized course folders for editing re: Financial Literacy Project.
- September 2016: Edited lessons submitted for the Financial Literacy Project.
- October 20, 2016: Sent resignation to OFSHEEA President, D. Wun.

Submitted by Roula Hawa

Director-at-Large Corporate Sponsorship Report

- May 18, 2016: Accepted position as Director of Corporate Sponsorship
- Represented OFSHEEA by responding to various emails and inquiries from potential sponsors, resource and trade and book companies.
- May 30, 2016: Participated in teleconference with Becker & Associates to set up the website for conference registration including trade and resource tables.
- May 31, 2016: Created the conference event on the backend of the website and set up workshop presenter submission forms, and trade/book and resource table reservations.
- June 6, 2016: Participated in teleconference with Becker & Associates to edit the trade and resource registration forms.
- June 7, 2016: Participated in OFSHEEA Conference Committee teleconference.
- June 8, 2016: Sent Trade and Book and Resource table registration information to potential companies.
- June 8, 2016: Sent out call for sponsors for the OFSHEEA 2016 Fall Conference.
- June-October 2016: Continue to confirm table reservations for OFSHEEA 2016 Fall Conference and send updates to the conference committee.
- July 2016: Confirmed 3 presenters for the OFSHEEA 2016 Fall Conference.
- July 19, 2016: Participated in OFSHEEA Conference Committee teleconference.
- June 29, 2016: Participated in OFSHEEA Conference Committee teleconference.
- August 23, 2016: Participated in OFSHEEA Conference Committee teleconference.
- August 29, 2016: Participated in teleconference with Becker & Associates to set up the conference schedule.
- August 30, 2016: Send out reminder email to all potential sponsors of upcoming conference and table reservation information and edited conference workshop descriptions to be published on website.
- September 6, 2016: Emailed conference presenters confirmations, edited conference poster, and prepared and submitted Regional Director's Representative report to OFSHEEA secretary.
- September 8, 2016: Participate in OFSHEEA Conference Committee teleconference.
- October 21, 2016: Set up for Trade and Book and Resource table registration.

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- October 22, 2016: Attended OFSHEEA AGM and Workshops and Board of Directors Meeting
 - October 2016: Connected with Resource Fair and Trade and Book Fair vendors to thank them for participating in the fall conference. Followed up on unpaid fair invoices.
 - November 2016: Followed up with vendors on outstanding invoices.
 - December 2016: Deposited funds into OFSHEEA account from outstanding invoices.
 - December 2016: Coordinated two weeks of paid E-blast advertisement space for Dairy Farmers of Canada. Running Dec. 13 and Dec. 20th
 - January 2017: Responded to emails from potential sponsors about advertising space.
 - February 22, 2017: Participated in Executive Conference call to give updates on Corporate Sponsorship and Trade and Book.
 - March 22, 2017: Sent out save the date notices for OFSHEEA 2017 Fall Conference: Family Studies: Explore the Possibilities to potential trade and book and resource fair participants.
 - March 22, 2017: Participated in Conference Committee teleconference.
 - March 24, 2017: Promoted OFSHEEA 2017 Fall Conference: Family Studies: Explore the Possibilities at the OHEA AGM.
 - March 25, 2017: Met with potential trade and book and resource fair exhibitors at the OHEA annual conference. Discussed the benefits of OFSHEEA membership with new family studies graduates at the OHEA annual conference.
 - April 12, 2017: Reviewed conference committee updates in lieu of conference call
 - April 20, 2017: Prepared Director of Corporate Sponsorship report for OFSHEEA Board of Directors Meeting.
 - April 21, 2017: Set up event pages on the Admin section of the website to prepare for Trade and Book and Resource Fair registrations.
 - April 22, 2017: Attended OFSHEEA Board of Directors meeting in Oakville.

Submitted by Jennifer Hill

Regional Director's Representative Report

- September 13, 2016: Participated in Executive Teleconference.
- Communicated with former Regional Director Representative to facilitate transition and transfer of duties.
- Communicated with Regional Directors when necessary.
- October 22, 2016: Attended OFSHEEA Conference at Meadowvale Secondary School.
- October 22, 2016: Attended AGM.
- October 22-23, 2016: Attended Board of Directors Meeting.
- April 22, 2017: Attended Spring Board of Directors meeting in Oakville.

Submitted by Jenni Marr

Eastern Regional Director's Report

- June 2016: Applied for the position of resource writer for the OFSHEEA Financial Literacy project.
- June 2016: Accepted position of resource writer for the OFSHEEA Financial Literacy Writing project.

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- October 15, 2016: Sent in regrets for the OFSHEEA Fall Conference.
 - April 22, 2016: Attended OFSHEEA Board of Directors meeting via teleconference.
 - April 30, 2016: Sent in resignation letter to OFSHEEA President, D. Wun.

Submitted by Emily Ellwood

Metro Toronto Regional Director's Report

- Promoted OFSHEEA membership and events on Facebook Family Studies group (ongoing)
- Reminded past members to renew their OFSHEEA membership
- Fielded questions from interested parties in joining OFSHEEA
- Submitted email blasts material
- Promoted OFSHEEA Fall Conference
- October 22, 2016: Assisted with and attended OFSHEEA Fall Conference at Meadowvale SS
- October 22, 2016: Attended AGM at Meadowvale SS
- October 22-23, 2016: Participated in Board of Director's Meeting
- April 22, 2017: Attended Spring Board of Directors Meeting

Submitted by Jenni Marr

Central West Regional Director's Report

- June 2016: Teleconference for OFSHEEA conference committee.
- September 2016: Introduce myself as Central West Regional Rep via group e-mail to members.
- September 2016: Attended and participated in Conference Committee Teleconference.
- September 20, 2016: E-mailed presenters to provide their biography to be announced at OFSHEEA Conference.
- September 30, 2016: Sent a second mass e-mail to presenters to remind them regarding biography at Conference.
- October 1, 2016: E-mailed introduction to members and sent e-mail to presenters regarding biographies.
- October 2, 2016: Typed biographies for each member.
- October 10, 2016: Photocopied biographies and colour coded for Conference.
- October 18, 2016: Participated in Conference Committee Teleconference.
- October 21, 2016: Participated in the set-up of Annual OFSHEEA Conference.
- October 22, 2016: Participated and attended in the OFSHEEA Conference. Set up equipment, provided name tags, introduced presenters, and made a presentation on Financial Literacy.
- October 23, 2016: Participated and attended Board of Directors Meeting

Submitted by: Niki Bales

Central East Regional Director's Report

No report submitted

Western Regional Directors' Report

- Represented OFSHEEA by responding to various emails and inquiries from Western members and potential members.
- Advocated the importance of OFSHEEA membership at school board and public events.
- May 17, 2016: Prepared OFSHEEA E-blast.
- June 7, 2016: Emailed Western regional members information on OTF Summer Workshops and the Financial Literacy writing project.
- June 16, 2016: Emailed Western members a year end update and “save the date” notice for the OFSHEEA AGM/Conference.
- July 26, 2016: Prepared OFSHEEA E-blast.
- September 6, 2016 Prepared and submitted Western Representative report to OFSHEEA secretary.
- October 4, 2016: Prepared and submitted OFSHEEA E-blast.
- October 22, 2016: Attended OFSHEEA AGM and Workshops and OFSHEEA Board of Directors Meeting.
- November 22, 2016: Prepared and submitted E-blast.
- December 20, 2016: Prepared and submitted E-blast.
- January 31, 2017: Prepared and submitted E-blast.
- March 24-25, 2017: Promoted the benefits of OFSHEEA membership to OHEA members and conference attendees at the OHEA AGM and Annual Conference.
- April 20, 2017: Prepared Western Rep report for OFSHEEA Board of Directors Meeting.
- April 22, 2017: Attended OFSHEEA Board of Directors meeting in Oakville.

Submitted by Jennifer Hill

Northern Regional Director's Report

Position vacant

Awards Report

- July 2016: Sent out awards nomination information to OFSHEEA members.
- September 2016: Accepted awards nominations for the Adelaide Hoodless Award for Excellent and Regional Merit Award.
- December 2016: Revised awards nomination criteria and award nomination forms and sent to D. Wun for editing.
- February 2017: Sent finalized awards nomination package to D. Wun, to be included in the Spring special edition newsletter.

Submitted by Camille Naranjit

Archives Report

- July 2016: Began archiving old electronic files onto an external hard drive.
- August 2016: Received files from D. Wun, former secretary, and archived the files onto external hard drive.

Submitted by Cassandra Francois

Conference Committee Report

- For the OFSHEEA 2016 Fall conference, there were a total of 157 attendees.
 - 7 attendees purchased trade and book tables
 - 9 attendees hosted resource tables
 - 30 attendees were either presenters, board members, or conference committee members
 - 1 attendee was a Bachelor of Education student
 - 3 attendees were retired members
 - 107 attendees were participants

Submitted by Derek Wun

Membership Report

- For the 2016-2017 membership year, there were a total of 118 member.
 - Individual memberships: 111 members
 - Retired memberships: 3 members
 - Student memberships: 4 members

Submitted by Derek Wun

Communications Representative Report

- May 19, 2016: Sent May 19th email resource blast and posted it onto OFSHEEA website and replied back to emails regarding subscriptions.
- June 1, 2016: Sent email blast about OTF Summer Workshops.
- June 2, 2016: Sent email blast regarding financial literacy project.
- June 4, 2016: Resent email blast regarding financial literacy project.
- June 13, 2016: Updated and resent email blast regarding financial literacy project.
- June 23, 2016: Sent June 23 email resource blast uploaded onto OFHSEEAA website.
- June 27, 2016: Sent June 27th email resource blast and uploaded onto OFSHEEA website.
- July 14, 2016: Sent July 14th email resource blast and uploaded onto OFSHEEA website and replied back to emails regarding memberships and resources.
- July 28, 2016: Sent July 28th email resource blast uploaded onto OFHSEEAA website.
- August 15, 2016: Sent August 15th email resource blast and replied to emails regarding memberships.
- September 1, 2016: Replied back to emails regarding memberships.
- September 8, 2016: Sent Fall Conference 2016 Email blast.
- September 10, 2016: Resent Fall Conference 2016 Email blast.
- September 15, 2016: Resent Fall Conference 2016 Email Blast.
- September 16, 2016: Replied to emails regarding membership.
- September 22, 2016: Uploaded Health Professionals Day and sent Email Blast.
- September 23, 2016: Resent and updated Fall Conference 2016 Email Blast.
- September 28, 2016: Resent Fall Conference 2016 Email Blast.
- October 2, 2016: Resent Fall Conference 2016 Email Blast and updated email addresses in Mail Chimp.
- October 5, 2016: Uploaded and sent October 5th resource blast onto OFHSSEA website.

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- October 9, 2016: Sent Good2Go Competition email blast.
 - October 14, 2016: Assisted members with their account.
 - October 14, 2016: Resent Fall Conference 2016 Email Blast.
 - October 20, 2016: Resent Fall Conference 2016 Email Blast.
 - October 22-23, 2016: Attended OFSHEEA AGM and Annual board Meeting.
 - November 1, 2016: Sent H. Bamford's Resource Blast.
 - November 16, 2016: Sent email resource blast regarding changes to Canada's Food Guide
 - November 23, 2016: Upload and sent November 23rd resource blast onto OFSHEEA Website.
 - December 5, 2016: Replied to emails regarding advertisements.
 - December 13, 2016: Uploaded and sent email resource blast resource onto OFHSEEA website.
 - December 14, 2016: Resent December 13th email resource blast.
 - December 21, 2016: Uploaded and sent resource onto OFSHEEA website and sent email blast about former OFSHEEA member passing.
 - January 4, 2017: Replied to emails regarding login issues.
 - January 11, 2017: Uploaded and sent email resource blast resource onto OFSHEEA website.
 - January 13, 2017: Replied to emails regarding downloading issues.
 - January 17, 2017: Filtered Featured Resource Blasts.
 - January 28, 2017: Uploaded and sent information regarding Canadian Symposium XIV.
 - January 30, 2017: Sent email blast regarding H. Bamford's Survey.
 - February 3, 2017: Sent emails about Canadian Symposium XIV.
 - February 13, 2017: Uploaded resource onto OFSHEEA website and sent email blast regarding AGSCAPE job opportunity.
 - March 28, 2017: Responded to emails regarding membership.
 - April 3, 2017: Sent resource Blast about 2016 financial literacy project and responded to emails regarding membership.
 - April 8, 2017: Sent OTF Summer Institute – Call for Presenters email resource blast.
 - April 20, 2017: Responded to emails regarding resources and membership.
 - April 28, 2017: Uploaded new members onto Mail Chimp.

Submitted by Nahid Majwi

Editorial Report

No report submitted

**OFSHEEA Board of Directors
2017-2018**

Officers

| | |
|--|--------------------|
| President | Derek Wun |
| Past President | Vacant |
| Vice President | Camille Naranjit |
| Treasurer | Vacant |
| Secretary | Cassandra Francois |
| Regional Director's Representative | Jenni Marr |
| Directors-at-Large Future Directions | Jennifer Merkle |
| Directors-at-Large Corporate Sponsorship | Jennifer Hill |

Regional Directors

| | |
|---------------|---------------|
| Eastern | Vacant |
| Central East | Vacant |
| Metro Toronto | Jenni Marr |
| Central West | Niki Bales |
| Western | Jennifer Hill |
| Northern | Vacant |

Standing Committee Chairs

| | |
|------------------|--------------------|
| Archives | Cassandra Francois |
| Awards | Camille Naranjit |
| Conference Chair | Vacant |
| Membership | Derek Wun |
| Communications | Nahid Mawji |
| Nominations | Derek Wun |
| Resolutions | Camille Naranjit |



**Annual General Meeting
Saturday, October 21, 2017
12:00 a.m. - 12:30 p.m.
Meadowvale Secondary School, Mississauga, Ontario**

AGENDA

- | | | |
|-----|--|--------------------------------------|
| 1.0 | Call to Order and Announcements | <i>Derek Wun, President</i> |
| 2.0 | Approval of Agenda | <i>Derek Wun, President</i> |
| 3.0 | Introduction of Current Members of the Board | <i>Derek Wun, President</i> |
| 4.0 | Minutes of AGM October 22, 2016. | <i>Cassandra Francois, Secretary</i> |
| 5.0 | Financial Report 2016-2017 | |
| 6.0 | Appointment of Reviewer of Accounts | |
| 7.0 | Summary of the Annual Reports | <i>Derek Wun, President</i> |
| 8.0 | Other Business | |
| 9.0 | Adjournment | |



**Minutes of the Annual General Meeting
Saturday, October 22, 2016.
11:30am-12:30pm
Meadowvale Secondary School, Mississauga, Ontario**

1.0 Call to Order and Announcements *Derek Wun, President*

At 11:30am, Derek Wun called the meeting to order.

Derek acknowledged the history of the association by introducing members of OFSHEEA in attendance including Past Presidents Joanne Mackie and Susan Smith

Camille Naranjit acknowledged the outstanding contributions of our members by presenting the Adelaide Hoodless Award to Jennifer Rennie.

Derek offered the floor to bring greetings from OFSHEEA affiliations.

- Susan Smith spoke, on behalf of Linda Matuga, and brought greetings from OFS3HLC.

2.0 Approval of Agenda *Derek Wun, President*

At 11:34am, Ruth McDonald amended the agenda by adding an item of new Business.

Susan Smith moved to accept the agenda as amended.

Jane Nickerson seconded.

Motion carried unanimously.

0 abstained.

At 11:34am, Derek introduced scrutineers and minute checkers- Jennifer Hill and Jenni Marr.

3.0 Introduction of Current Members of the Board *Derek Wun, President*

At 11:35am, Derek Wun introduced the current members of the Board.

Each member stood up and stated their positions.

An announcement was made to fill vacant Board of Director positions - Future Directions Director at Large, Central East and Treasurer.

At 11:38am, Derek Wun asked attendees to appoint Camille Naranjit as Vice President by the membership.

Joanne Mackie motioned to accept Camille Naranjit as Vice President for 2016-2017 effective April 24, 2016.

Susan Smith seconded.

Motion carried unanimously.

0 abstained.

4.0 Minutes of AGM 2015-2016

Cassandra Francois, Secretary

At 11:43am, Derek Wun corrected the location of the April 2016 AGM to Meadowvale Secondary School on page 17 of the Annual Report 2016.

Cassandra Francois motioned to accept the minutes as amended.

Heather Bamford seconded.

Motion carried unanimously.

0 abstained.

5.0 Treasurer's Report 2015-2016

Derek Wun, President

At 11:46am, Derek Wun announced the need for the treasurer position to be filled as soon as possible.

At 11:46am, Derek Wun presented the financial statement for the 2015-2016 fiscal year.

Cassandra Francois motioned to accept the financial statement as presented.

Heather Bamford seconded.

Motion carried unanimously.

0 abstained.

6.0 Appointment of Reviewer of Accounts

Derek Wun, President

At 11:51am, Jennifer Hill motioned to re-appoint Stevenson-LaHocki as our accountants for the next fiscal year as they have been our accounting firm for many years.

Jenni Marr seconded.

Motion carried unanimously.

0 abstained.

7.0 Summary of the Annual Reports

Derek Wun, President

At 11:53am, Jennifer Hill motioned to accept the Annual Reports as written.

Cassandra Francois seconded.

Motion carried unanimously.

0 abstained.

8.0 Resolutions

Camille Naranjit, Vice |President

At 11:54am, Camille Naranjit reminded attendees the procedures regarding voting on resolutions according to Robert's Rules.

At 11:57am, Derek Wun read aloud the resolution to those in attendance:

Proposed Resolution

WHEREAS, The Ontario Family Studies Home Economics Educators' Association has changed our operational structure to include more digital, website, and other cost effective measures; and

WHEREAS, To be more competitively priced with other provincial teaching associations' annual membership fees; therefore, be it

RESOLVED, That the Ontario Family Studies Home Economics Educators' Association's membership fee be changed to \$65.00 per membership year effective May 1st, 2017 and, per status quo, retirees and full time students will pay a fee at half of the general membership rate.

Moved By: Camille Naranjit Seconded By: Lauren Stitt

At 11:59am, Camille Naranjit spoke in favour of the motion.

At 12:00pm, Camille Naranjit motioned to move the resolutions as presented.
Lauren Stitt seconded.

At 12:01pm, Heather Bamford and Jennifer Hill shared their concerns regarding why membership is low. Membership fees are no longer being covered by school boards and a membership fee of \$90 is too expensive.

At 12:05pm, Ruth McDonald shared her concerns regarding making this motion at this time due to the heavy deficit OFSHEEA is experiencing in terms of membership enrollment.

At 12:06pm, Ruth McDonald spoke against the proposed resolution.

At 12:08pm, Joanne Mackie reminded attendees that the primary goal should be to increase funds by increasing Conference participation.

At 12:11pm, Terry Herbert motioned to call for the question.
Heather Bamford seconded.
Motion carried.

At 12:13pm, Heather Bamford motioned to approve the proposed resolution.
Jennifer Marr seconded.
35 in favour, including 5 by proxy.
1 opposed
0 abstained
Motion carried

9.0 Introduction of Slate of Officers for the Board for 2016-2017 *Derek Wun, President*

At 12:13pm, Derek introduced himself as President of the Slate of Officers and those in attendance. He also acknowledged the slate of officers who were absent including Eastern Regional Rep Emily Ellwood, Northern Regional Rep Lorna Tremonti, and Editor Carole Booth.

A note was also made that Roula Hawa submitted her resignation as the Future Directions Director-at-Large two days prior to the AGM.

At 12:16 pm, Jennifer Hill motioned to accept the Slate of Officers as stated.
Heather Bamford seconded.
Motion carried unanimously.
0 abstained.

At 12:17 pm, Camille Naranjit called to order the nomination for the Central East Regional Rep vacancy.
Jane Nickerson from the Central East Region nominated herself.
Heather Bamford seconded.
Motion carried unanimously.
0 abstained.

At 12:22 pm, Susan Smith nominated Jennifer Merkle for the newly vacant Future Directions Director-at-Large position.
Jennifer Merkle accepted the nomination.
Ruth McDonald seconded.
Motion carried unanimously.
0 abstained.

At 12:27pm, Susan Smith motioned to amend the Slate of Officers 2016-2017 year on page 15 in the Annual Report 2016.
Joanne Mackie seconded.
Motion carried unanimously.
0 abstained.

10.0 Other Business

At 12:28pm, Ruth Macdonald, representing the Canadian Home Economics Foundation discussed CHEF awards given for research in the field of home economics. The “Resource for Youth” award is named after Patricia Hames, who was a Family Studies administrator at the Ontario Ministry of Education and an OFSHEEA Honourary Member. CHEF is a registered charity. Ruth encouraged the membership to apply for funding as CHEF supports Family Studies and Home Economics based projects with monetary funds. CHEF also accepts donations and helps to alleviate child poverty.

11.0 Adjournment

At 12:30pm, Derek Wun thanked everyone for attending the AGM and motioned to adjourn the meeting.
Heather Bamford seconded.
Motion carried unanimously.
0 abstained.