

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



Association des Educateurs des Sciences  
Familiales de l'Ontario

**ANNUAL REPORT 2018**

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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](mailto:ofsheea@ofsheea.ca).

**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	Jennifer Hill
Sponsorship	

**Regional Directors**

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

**Standing Committee Chairs**

Awards	Camille Naranjit
Conference Chairs	Susan Smith
	Linda Matuga
Membership	Derek Wun
Communications	Nahid Mawji
Nominations	Derek Wun
Resolutions	Camille Naranjit

## REPORTS

### May 1, 2017- April 30, 2018

#### President's Report

- May 1, 2017: Met with N. Mawji to discuss responsibilities and layout of special edition newsletter.
- May 2017: Collated materials and prepared special edition newsletter.
- June 2017: Communicated with Administrator regarding special edition newsletter printing costs.
- June 9, 2017: Prepared J. Hill's special retirement message for D. O'Shea to be sent out via email
- distribution.
- June 14, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- June 18, 2017: Prepared Fall conference Workshop proposal form for distribution.
- June 18, 2017: Published OFSHEEA Awards materials on the OFSHEEA website.
- July 2017: Confirmed presenters for OFSHEEA Fall Conference.
- August 2017: Finalized and published OFSHEEA Fall Conference advertisements.
- August 2017: Updated registration and membership packages for [www.ofsheea.ca](http://www.ofsheea.ca)
- August 30, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- September 9, 2017: Met with Secretary, C. Francois, to draft October Board of Meeting agenda, Annual General Meeting agenda, and Annual Report 2017.
- September 13, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- September 25, 2017: Attended Peel Family Studies Association meeting to promote upcoming OFSHEEA Fall conference.
- September 27, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- October 4, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- October 11, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- October 18, 2017: Prepared agenda and facilitated Conference Committee teleconference.
- October 21, 2017: Set-up conference.
- October 21, 2017: Attended OFSHEEA Conference and AGM.
- October 21-22, 2017: Attended Board of Directors Meeting.
- November 5, 2017: Emailed interested OFSHEEA members re: board of director vacancies

- November 8, 2017: Met with N. Mawji to discuss President Elect position and future prospects of OFSHEEA.
- December 2017: Worked with Aga Khan Museum staff on resources for the Aga Khan Museum – OFSHEEA writing project.
- February 2018: Worked with Aga Khan Museum staff on resources for the Aga Khan Museum – OFSHEEA writing project.
- February 2018: Began contacting potential workshop presenters for Fall Conference 2018.
- March 2018: Contacted potential workshop presenters for Fall Conference 2018.
- March 1, 2018: Drafted call for presenters for 2018 Fall Conference and forwarded to Communications Director, N. Mawji, to be sent out to membership and email list.
- March 29, 2018: Attended OJEN Networking dinner on behalf of OFSHEEA.
- April 2018: Contacted potential workshop presenters for Fall Conference 2018.
- April 2, 2018: Met with Secretary, C. Francois, to draft April Board Meeting agenda.
- April 14, 2018: Chaired April Board of Directors bi-annual meeting.

Submitted by Derek Wun

### **Past President**

Vacant

### **Vice President's Report**

- September and October 2017: Prepared OFSHEEA Conference Certificates
- October 20, 2017: set up for OFSHEEA Fall Conference at Meadowvale S.S.
- October 21st attended and helped with registration at the OFSHEEA Fall Conference.
- October 21, 2017: Presided as parliamentarian for the OFSHEEA AGM.
- October 22, 2017: Assisted President, D.Wun to chair the Board meeting and participated at the Board meeting at the Four Points Sheraton Hotel
- October 26, 2017: Wrote three sets of email blasts to be sent to members.
- February 7, 2018: Participated in conference planning teleconference.
- March 23, 2018: Attended and represented OFSHEEA at the OHEA (Ontario Home Economics Association) 2018 Conference. Prepared and gave brief oral report on the 2018 OFSHEEA conference, and gave greetings from OFSHEEA.

- March 23, 2018: Presided as Parliamentarian at the OHEA AGM.

Submitted by Camille Naranjit

### **Treasurer's Report**

Vacant

### **Secretary's Report**

- June 14, 2017: Participated and recorded minutes for Conference Committee Teleconference
- July 19, 2018: Participated in Board of Directors Teleconference
- September 9, 2017: Met up with President, D. Wun to discuss and draft October Board of Meeting agenda, Annual General Meeting agenda, and Annual Report 2017.
- September 10-September 21: Edited and revised Annual Report.
- September 13, 2018: Attended and participated in Conference Committee teleconference and recorded minutes
- September 27, 2018: Attended and participated in Conference Committee teleconference and recorded minutes
- October 4, 2017: Attended and participated in Conference Committee teleconference and recorded minutes
- October 11, 2017: Attended and participated in Conference Committee teleconference and recorded minutes
- October 18, 2017: Attended and participated in Conference Committee teleconference and recorded minutes
- October 21, 2017: Set-up conference.
- October 21, 2017: Attended OFSHEEA Conference and AGM.
- October 21-22, 2017: Attended Board of Directors Meeting.
- April 2, 2018: Met with President, D. Wun, to draft April Board Meeting agenda.
- April 14, 2017: Participated in Spring Board Meeting

Submitted by Cassandra Francois

### **Director- at-large- Future Directions Report**

- October 20, 2017: Set up for OFSHEEA Fall Conference at Meadowvale S.S.
- October 21, 2017: Attended OFSHEEA Fall Conference
- October 21, 2017: Attended the Board meeting at the Four Points Sheraton Hotel
- October 22, 2017: Invited to join the AGA KHAN project as reviewer
- November 13, 2017: Met with Kristen Drury from Glenforest SS to put together ESL writing project proposal for TLLP ministry application.
- November 14, 2017: Went to Aga Khan museum for writing project tour

- November 14, 2017: Spoke to President, D. Wun about the ministry proposal that Kristen Drury and I had started to work on.
- November 14, 2017: Adjusted the ministry proposal and sent a copy to President, D. Wun
- January 1, 2017: Received information from the board. A decision was made on another project proposal (only two can be chosen for each board).
- January 25, 2018: call for presenters for OTF sent out to PFSA DL
- March 5, 2018: Co-created marriage rubric with Kristen Drury. Competition where students create a video informing others what they have learned about marriages. Students could share their final products with OFSHEEA members at Oct conference.
- March 8, 2018: Email sent to President, D. Wun to follow up on the progress of the Agenda

Submitted by Jennifer Merkle

### **Director- At-Large Corporate Sponsorship Report**

- May 1-19, 2017: Contacted past vendors to request submissions for advertising space in
- our Special Edition newsletter.
- May 19, 2017: Processed \$1,400 of advertising space from various companies for the
- OFSHEEA Special Edition newsletter.
- May 9, 2017: Reviewed trade and book and resource fair registration forms and contacted
- Becker and Associates to improve the table reservation process.
- June 4, 2017: Reviewed coding changes made by Becker and Associates to improve
- Trade and Book and Resource fair registration forms.
- June 4, 2017: Trade and Book and Resource table registration available for companies.
- June 14, 2017: Sent my regrets to the Conference Committee Teleconference.
- June-October 2017: Process Trade and Book and Resource Fair registrations and
- sponsorships on an ongoing basis. Collect raffle prizes and issue invoices as needed.
- Organize shipping of promotional material and prizes for conference.
- July 5, 2017: Sent my regrets to the Conference Committee Teleconference.
- July 19, 2017: Sent my regrets to the Conference Committee Teleconference.
- August 2, 2017: Participated in Conference Committee teleconference.

- August 15, 2017: Trade and Book and Resource table registration information reminders
- sent to potential companies along with the official conference flyer.
- August 15, 2017: Sent out official call for sponsors for the OFSHEEA 2017 Fall
- Conference.
- August 20, 2017: Sent my regrets to the Conference Committee Teleconference.
- September 13, 2017: Participated in Conference Committee teleconference.
- September 17, 2017: Prepared and submitted Director of Corporate Sponsorship report to
- OFSHEEA secretary.
- September 27, 2017: Participated in Conference Committee teleconference.
- October 20, 2017: Set up for Trade and Book and Resource table registration.
- October 21, 2017 Attend OFSHEEA AGM and Workshops.
- October 21, 2017 Attend and participate in OFSHEEA Board Meeting.
- October 21, 2017: Participated in and set up OFSHEEA Fall Conference and Annual
- Meeting at Meadowvale Secondary School. Managed Trade and Book, Resource Fair
- Vendors and Raffle Prizes.
- October 21, 2017: Spoke with several members and corporate sponsors about conference
- and sponsorship concerns.
- October 21-22, 2017: Participated in OFSHEEA Board Meeting.
- December 20, 2017: Corresponded with Dairy Farmers of Canada about cancellation of
- TeachNutrition services in Ontario.
- February 7, 2018: Participated in conference committee conference call.
- February 15, 2018: Participated in conference committee conference call. Suggested
- specific companies we could target for workshop presentations to encourage conference
- participation.
- February 25, 2018: Reviewed and updated list of conference committee roles and
- responsibilities. Forwarded to conference chairs, president and administrator for review.
- February 27, 2018: Set up conference event on the back end of website to begin
- submissions for Trade and Book as well as presenter proposals.



- February 28, 2018: Corresponded with Becker and Associates to update and edit some of
- the registration/submission forms for conference.
- February 28, 2018: Participated in conference committee conference call.
- March 28, 2018: Target emails to specific Trade and Book vendors about conference participation.
- April 4, 2018: Participated in conference committee conference call.
- April 13, 2018: Submitted board report.
- April 14, 2018: Participated in April Board Meeting via conference call.
- Ongoing – Monitor corporatedirector@ofsheea.ca email and respond to inquiries.

Submitted by Jennifer Hill

#### **Regional Director's Representative Report**

- September 20, 2017: E-mail introduction to TDSB Family Studies distribution list.
- October 2017: Participated in teleconference.
- October 21, 2017: Helped with set-up for OFSHEEA Conference
- October 21, 2017: Attended and helped with OFSHEEA Conference
- October 22, 2017: Attended and participated in Board of Directors meeting
- March 2018: Sent resignation to D. Wun, OFSHEEA President

Submitted by Jenni Marr

#### **Eastern Regional Director's Report**

Vacant

#### **Metro Toronto Regional Director's Report**

- September 20, 2017: E-mail introduction to TDSB Family Studies distribution list.
- October 2017: Participated in teleconference.
- October 21, 2017: Helped with set-up for OFSHEEA Conference
- October 21, 2017: Attended and helped with OFSHEEA Conference
- October 22, 2017: Attended and participated in Board of Directors meeting
- February 2018: Worked with incoming Metro Toronto Rep, T. Aqiu
- March 2018: Sent resignation to D. Wun, OFSHEEA President

Submitted by Jenni Marr

#### **Central West Regional Director's Report**

- September 20, 2017: E-mail introduction

- September 30, 2017: Sent a second mass e-mail to members.
- October 1, 2017: Organized Tote bags through Explorica
- October 1, 2017: E-mailed Joe Wyatt contact
- October 2, 2017: Typed Biographies for each member
- October 2017: Participated in Teleconference OFSHEEA
- October 21, 2017: Continued with set-up for OFSHEEA conference-introduction and name tags
- October 21, 2017: Attended and helped with OFSHEEA by setting up for Conference
- October 22, 2017: Attended and participated in meeting for OFSHEEA committee
- April 14, 2018: Teleconference with OFSHEEA Committee
- April 14, 2018: Commencement of the position of Central West & West Regional Rep.
- April 20, 2018 : Sent materials/resources to share on website
- April 30, 2018: Sent resources to share on website.

Submitted by Niki Bales

### **Central East Regional Director's Report**

Vacant

### **Western Regional Directors' Report**

- Ongoing: Represented OFSHEEA by responding to various emails and inquiries from Western members and potential members.
- Advocated the importance of an OFSHEEA membership at school board and public events.
- September 2017: Sent out welcome back to school emails to Western members including conference registration reminders and requests for Western rep nominations.
- September 17, 2017: Prepared and submitted Western Regional Representative report to OFSHEEA secretary.
- October 20, 2017: Set up for OFSHEEA AGM and Workshops.
- October 21, 2017 Attend OFSHEEA AGM and Workshops.
- October 21, 2017: Participated in and set up OFSHEEA Fall Conference and Annual Meeting at Meadowvale Secondary School.
- October 21-22, 2017: Participated in OFSHEEA Board Meeting
- October 22, 2017: Contributed to E-Blast contribution folder.
- April 13, 2018: Submitted board report
- April 14, 2018: Participated in April Board Meeting via conference call. Resigned from position as Western Rep.

Submitted by Jennifer Hill

## **Northern Regional Director's Report**

Vacant

### **Awards Report**

- April 2018: Updated award nominations sent to N. Mawji for publication on OFSHEEA website and via email blast.

Submitted by Camille Naranjit

### **Conference Committee Report**

- October 21, 2017: Linda and Susan offered to be conference committee co-chairs, met with small group of conference attendees and brainstormed a list of possible workshop ideas
- October 22, 2017: Linda and Susan met to discuss workshop ideas and created spreadsheet for tracking workshops, created proposed timeline for conference planning
- January, 2018: Susan emailed back and forth with Derek to arrange first meeting date for conference committee
- February 7, 2018: Chaired Conference Committee Meeting, edited Workshop Spreadsheet, discussed progress and outstanding items with Linda Matuga
- February 8, 2018: Edited Workshop spreadsheet
- February 15, 2018: Chaired Conference Committee Meeting, edited workshop spreadsheet, discussed progress and outstanding items with Linda Matuga
- February 28, 2018: Chaired Committee Meeting, discussed progress and outstanding items with Linda Matuga
- March 2018: Sought out a contact for AgScape (formerly OAFE) re coordinating event for Friday evening at the Royal
- April 4, 2018: Chaired Conference Committee Meeting and edited Workshop Spreadsheet, met with Linda Matuga after meeting to discuss presentation to the Board
- Developed a preliminary budget and edited Workshop Spreadsheet alongside Linda Matuga
- Contacted new committee members who were unable to access the conference committee meeting or who were unable to attend to clarify their roles and participation
- Was in contact with Vice President, C. Naranjit and President D. Wun to clarify roles and responsibilities of conference committee
- April 14, 2018: Attended board meeting April 14 via teleconference

Submitted by Susan Smith

### **Membership Report**

- For the membership year September 1, 2017-August 31, 2018, we had a total of 108 members:
  - 99 individual memberships
  - 7 retired memberships
  - 2 student memberships
- For the membership year September 1, 2017-August 31, 2018, of the 108 members:
  - 17 members were from Central East Region
  - 32 members were from Central West Region
  - 2 members were from Eastern Region
  - 15 members were from Metro Toronto Region
  - 21 members were from Western Region
  - 21 members were undeclared

Submitted by Derek Wun

### **Communications Report**

- May 10, 2017: Met with President, D. Wun to discuss newsletter.
- May 17, 2017: Created article #1 of newsletter.
- May 19, 2017: Responded to emails regarding membership.
- May 19, 2017: Sent President, D. Wun article #1 in newsletter.
- May 23, 2017: Sent President, D. Wun article 1, article 2, and financial literacy reports for newsletter.
- June 9, 2017: Sent email blast regarding Diane O'Shea retirement.
- June 20, 2017: Replied to emails regarding membership and resources.
- July 20, 2017: Sent email blast regarding OFSHEEA awards.
- August 20, 2017: Sent email blast regarding fall conference.
- September 11, 2017: Re-Sent email regarding fall conference.
- September 11, 2017: Replied to emails regarding download issues.
- September 22, 2017: Re-Sent email regarding fall conference.
- October 3, 2017: Uploaded pdf of Food and Nutrition Royal Forum Fair onto OFSHEEA website.
- October 3, 2017: Sent email blast regarding Food and Nutrition Royal Forum Fair.
- November 8, 2017: Met with President, D. Wun to discuss future goals and conference.
- November 30, 2017: Replied to emails regarding membership.
- November 30, 2017: Uploaded resource onto OFSHEEA website.
- November 30, 2017: Sent November 30 resource blast.
- December 1, 2017: Replied to emails regarding login access.

- December 3, 2017: Replied to emails regarding login access.
- December 5, 2017: Replied to emails regarding login access.
- December 14, 2017: Uploaded IFHE Newsletter December 2017 to OFSHEEA website.
- December 14, 2017: Sent IFHE Newsletter December 2017 Email Blast.
- February 2, 2018: Replied to emails regarding login access.
- February 5, 2018: Replied to emails regarding membership and login access.
- February, 2018: Participated in teleconference regarding previous AGM, future workshops and AGM.
- March 19, 2018: Uploaded World Home Economics Day 2018 resource onto OFSHEEA website.
- March 19, 2018: Sent World Home Economics Day 2018 resource blast.
- April 14, 2018: Participated in April 14 th Board of Directors teleconference.
- April 16, 2018: Uploaded Adelaide Hoodless award nomination form and information form onto OFSHEEA website.
- April 16, 2018: Sent Adelaide Hoodless email blast.
- April 16, 2018: Merged OFSHEEA names on mailchimp.
- April 18, 2018: Uploaded documents for April 19 resource blast onto OFSHEEA website.
- April 18, 2018: Merged OFSHEEA names on mailchimp.
- April 19, 2018: Sent April 19 email blast.
- April 23, 2018: Uploaded Centennial Leadership award nomination form and information form onto OFSHEEA website.
- April 23, 2018: Sent Centennial Leadership award on mailchimp.
- April 25, 2018: Uploaded documents for April 25 resource blast onto OFSHEEA website.
- April 25, 2018: Sent April 25 email resource blast.
- April 25, 2018: Sent emails to board members regarding resources.
- April 27, 2018: Replied to emails regarding login access.
- April 30, 2018: Uploaded Jean McLarty award onto OFSHEEA website.
- April 30, 2018: Sent Jean McLarty award on mailchimp.

Submitted by Nahid Mawji

### **Nominations Report**

- Theresa AQUI showed interest in being the Metro Toronto rep and a member of the Conference Committee. She was nominated at the April Board of Directors meeting for the position of Metro Toronto rep.

Submitted by Derek Wun

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## **Resolutions Report**

- No resolutions to report

Submitted by Camille Naranjit

OFSHEEA Board of Directors  
2018-2019

**Officers**

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

**Regional Directors**

Eastern	Vacant
Central East	Vacant
Metro Toronto	Theresa Aquí
Central West	Niki Bales
Western	Niki Bales
Northern	Vacant

**Standing Committee Chairs**

Awards	Camille Naranjit
Conference Chairs	Vacant
Membership	Derek Wun
Communications	Nahid Mawji
Nominations	Derek Wun
Resolutions	Camille Naranjit



**Annual General Meeting  
Saturday, November 3, 2018.  
12:30 p.m. - 1:00 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>Camille Naranjit, Vice-President</i> |
| 3.0 | Introduction of Current Members of the Board | <i>Derek Wun, President</i>             |
| 4.0 | Minutes of AGM October 21, 2017              | <i>Cassandra Francois, Secretary</i>    |
| 5.0 | Financial Report 2017-2018                   | <i>Derek Wun, President</i>             |
| 6.0 | Appointment of Reviewer of Accounts          | <i>Derek Wun, President</i>             |
| 7.0 | Summary of the Annual Reports                | <i>Camille Naranjit, Vice-President</i> |
| 8.0 | Other Business                               | <i>Camille Naranjit, Vice-President</i> |
| 9.0 | Adjournment                                  | <i>Derek Wun, President</i>             |





**Minutes of the Annual General Meeting  
Saturday, October 21, 2017  
12:30 p.m. - 1:00 p.m.  
Meadowvale Secondary School, Mississauga, Ontario**

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

At 12:42 pm, Derek Wun called the meeting to order.

At 12:43 pm, Camille Naranjit welcomed those in attendance and called for a moment of silence for past members of OFSHEEA, OECTA and OHEA members who have passed. Camille also recognized Past Presidents in attendance: Susan Smith, Diane O'Shea, Linda Matuga, and Joyce DeDecker

At 12:44 pm, Camille Naranjit stated that due to the AGM not meeting quorum, no motions can be voted on; however, the meeting can still continue.

2.0 Approval of Agenda *Camille Naranjit, Vice President*

At 12:44 pm, Ruth McDonald requested to add other business on behalf of CHEF. Michelle McAdoo requested to add other business on behalf of OHEA.

At 12:44 pm, Derek Wun introduced minute checkers, Jennifer Hill and Jennifer Merkle. Cassandra Francois was introduced as the recorder of the minutes of the AGM.

3.0 Introduction of Current Members of the Board  
*Camille Naranjit, Vice-President*

At 12:45 pm, Camille Naranjit introduced the Slate of Officers for 2017-2018.

Each member stood up and stated their positions.  
An announcement was made to fill vacant Board of Director positions- Treasurer, Conference Committee Chair, Eastern Rep, Central East Rep and Northern Rep.

#### 4.0 Minutes of AGM 2016-2017

*Cassandra Francois, Secretary*

At 12:49 pm, Cassandra Francois asked all members in attendance if there were any questions regarding the Annual Report as submitted. There were no questions from those in attendance.

#### 5.0 Appointment of Reviewer of Accounts

*Derek Wun, President*

At 12:51 pm, Camille Naranjit asked those in attendance to review the financial report.

At 12:53 pm, a member in the audience asked about the deferred project revenue of \$17,388. Derek Wun reminded the membership of the Financial Literacy Project that was completed in the Spring of 2017 and that the amount in question was given to OFSHEEA by the Ontario Ministry of Education for the completion of the project.

At 12:56 pm, the membership agreed to keep Stevenson-LaHocki as our accountants for the next fiscal year as they have been our accounting firm for many years.

#### 6.0 Summary of the Annual Reports

*Derek Wun, President*

At 12:58 pm, Derek Wun highlighted the financial literacy project taken on by OFSHEEA last year and the positive feedback received with the publishing of the resources on the OFSHEEA website as well as Edugains.

#### 7.0 Introduction of Slate of Officers for the Board for 2017-2018

*Derek Wun, President*

At 1:02 pm, Derek Wun discussed the need for continued support from the membership as well as other Family Studies educators in the province. OFSHEEA is having a difficult time sustaining board members and would like new ideas on how to encourage and inspire new members to attend conference and take on leadership roles.

Camille Naranjit made note of the need for a succession plan within the Board as she is not considering taking on the Presidential role when Derek steps down from his role as president. She also highlighted the lack of regional reps on the Board and the importance of their role as they are the connection between the Association and the educators in the province.

Jennifer Hill highlighted the time commitment for the role of a Regional Rep, which is approximately an hour per month.

#### 8.0 Other Business

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At 1:12 pm, Ruth McDonald brought greetings on behalf of Canadian Home Economic Federation and mentioned the awards and funding available from CHEF for Home Economics projects. She also mentioned that CHEF welcomes donations.

Michelle McAdoo brought greetings from Ontario Home Economics Association and promoted OHEA's spring conference. She discussed OHEA's struggle to find members as well and offered to meet with the OFSHEEA executive to brainstorm ideas on how to encourage membership and leadership within the educational community.

Ruth McDonald asked whether OFSHEEA had acknowledged the passing of Jean McLarty. Her passing was acknowledged on the OFSHEEA website.

## 9.0 Adjournment

At 1:20 pm, Camille Naranjit thanked everyone for attending the AGM and encouraged them to return to OFSHEEA's Fall Conference 2018.