



Ontario Federation of Home and School Associations
 BOARD OF MANAGERS MEETING - online
 Tuesday, August 8, 2017, 11 a.m. – 1 p.m.

Minutes

Agenda		Materials	Recommendation	Notes
1. Call to Order Welcome and Introductions	E. Ings			Time: 12:22 p.m. E. Ings, President S. Binns, Past-President G. Myers, 2 nd Vice-President A. Murchie, Executive Secretary
2. Approval of Agenda	E. Ings			AUG17-BM-01 That the Agenda be approved as presented. MMS: G. Myers, S. Binns CARRIED
3. Review of Past Meeting Notes	E. Ings	M		Meeting Notes were presented and saved in Dropbox, but no motion to pass as they are notes not minutes
4. Conflict of Interest	E. Ings			No conflicts declared
5. Business Arising 5.1 PRO Grant Submission 5.2 Eye Exam Policy Letter 5.3 Online meeting Forums 5.4 Locations of Meetings	E. Ings	M M M M M		5.1 A. Murchie is working with A. Morell to complete 5.2 A. Murchie sent the letter to the requested parties 5.3 E. Ings is to create a spreadsheet to list all the options OFHSA has reviewed over the years 5.4 Poll prior to meeting for attendance AUG17-BM-02 A motion to extend the meeting till 2 p.m. MMS: G. Myers, S. Binns CARRIED
6. New Business 6.1 Budget – profit vs. loss	E. Ings			BOM are responsible for helping WG complete the WG Planning Form A. Murchie and H. Maltby are meeting on the 9 th to create the next budget, E. Ings to call in. A. Murchie to follow-up with TV PRO Grant
7. Other Business 7.1 Website Changes 7.2 Terms of Reference	E. Ings E. Ings A. Morell	M M		7.1 Review R. Harvey suggestions and make changes to the OFHSA website: <i>For Parents, For Members, What's New, Resource & Forms, Videos, Meeting Minutes, Links</i> Review the current list of Letters in correspondence Make <i>Virtually Yours</i> more prominent or a new tab like <i>Bulletin</i> 7.2 BOM reviewed the document sent from K.

			<p>Berlet. They responded to her questions in the document.</p> <p>AUG17-BM-03 A motion to extend the meeting till 3:45 p.m. MMS: G. Myers, S. Binns CARRIED</p> <p>Work with K. Berlet to create missing Terms of Reference for Affiliate and Associate memberships. K. Berlet has asked R. Harvey to create a guideline for Google Groups. K. Berlet has created TOR for all levels of the board. Follow-up e-mail the BOM the current office procedure for mailings</p>
8. Adjournment		.	<p>AUG17-BM-04 A motion to adjourn 3:45 p.m. MMS: G. Myers, S. Binns CARRIED</p>