Minutes of a regular meeting of the board of The Ontario Association for Mathematics Education held at the Holiday Inn Toronto Airport, **February 4-5, 2011**.

Present: David Zimmer, Bev Farahani, Connie Quadrini, Anne Yeager, Paul Alves, Jan Crofoot, Sue Melville, Jung Choi-Perkins, Dwight Stead, Len Rak, Urvi Shah (Sat.), Marilyn Hurrell, Kyla Kadlec, Pat Kehoe, Sandra Jean Price, Tim Sibbald, Mary Bourassa, Silvana Simone, Cathy Hall, Susan Pitre, Robert Sherk, Angelina Glynn, Jen Gravel, Cheryl Geoghegan, Tom Boland, Alison Macaulay, Henry Santos, Debbie Drape, Jane Silva (Fri.), Ann Michele Stenning, Greg Clarke, Marian Small, Mary Lou Kestell (Fri.), Fred & Lynda Ferneyhough, OAME2011 rep: David Petro, NCTM rep: Rita Janes (Sat.)

Regrets: Bill Otto, Sonia Ellison, Merilyn Fox, Shaun Knowles, Paul Szczokin, Nicholas Chevalier, Laura Tonin, Laurie Moher, Kathy Kubota-Zarivnij

No Shows: Ken Maheu, Carl Davey, Ada Cartaginese

1) Welcome and Housekeeping
   a) President's Welcome and Remarks: David Zimmer welcomed the directors and announced that we would have a guest, Rita Janes, the Canadian representative of NCTM. Rita will be with us tomorrow.
   b) Director updates, housekeeping: Lynda Ferneyhough reminded members to submit expense forms.
2) Announcements and sharing
   a) NCTM: Laurie Moher was absent.
   b) OAME 2011: David Petro updated board members on the conference to be held in Windsor in May.
   c) Leadership 2011: Lynda Ferneyhough announced that there are 181 delegates for the upcoming Leadership Conference.
   d) OTF: Summer workshops: David Zimmer reported on the request of OTF to have subject associations conduct professional development sessions in various locations around the province.
   e) Curriculum Review: Beverly Farahani reported on an ad-hoc committee that is looking at changes needed in the curriculum. She explained who the members are and what the committee is trying to accomplish, anticipating needs for future curriculum changes.
   f) Sharing Information, Ideas (5 min max time each)
      i) Tim Sibbald reports that the online access to our web site is greatly appreciated by teacher candidates.
      ii) Anne Michelle Stenning reported that she used the OAME materials for the MCT 4C0 course and found the materials excellent.
   g) Awards Committee: Cathy Hall reported that they had met and chosen the Award recipients for 2011 and will announce the names after the winners have been notified.
3) Professional Learning Activity:
   a) Walking Through Wikis: Greg Clarke led the group through an introduction to Wikis. Part of the purpose for this demo is anticipating that curriculum changes will occur at some time and will occur between board and executive meetings, thus we need a way to keep in touch.
4) Saturday Feb 5, 9:00-11:00 ALL COMMITTEES: (Communications/ Outreach/ Curriculum/ Strategic Planning & Renewal) WORK PERIOD
5) 11:00-11:25: GENERAL MEETING of the BOARD OF DIRECTORS:
   Approval of the Agenda. Moved by Dwight Stead, seconded by Jan Crofoot, that the

agenda be approved. Carried.

6) Approval of Minutes Oct. 22 & 23, 2010. Moved by Tom Boland, seconded by Robert Sherk, that the Minutes of October 22, 23, 2010 be approved. Carried
7) Financial Report, as of Dec. 31, 2010 (Lynda Ferneyhough)
8) Notices of Motion: (David Zimmer)
   a) There were no motions.
9) Report on the Fall Leadership 2011 Conference: Connie Quadrini reported that she is thinking outside the rectangular prism and envisions a different format to the conference.
10) Questions from Members to Authors of Written Reports
    a. Written reports were included in the package distributed to board members. There were no questions.
11) Written Reports

PRESIDENT'S REPORT

- DZ has had email communication with Siria Szkurhan. Progamme Manager for OTF Summer Programme
  - Omission of grade level information from last summer's IWB programme by Chris Atkinson seems to have been a procedural oversight on OTF's part
  - OTF has acknolwedged our proposal to submit applications to run workshops on Teaching Math through Problem Solving and Proportional Reasoning, both K-12, but is not able to commit yet since they have not finalized funding
- DZ responded to query from Jump Math by providing a link to the statement of our vision for math learning and indicating it is not the policy of OAME to endorse specific resources. No response was received.
- PLMLC Steering Committee met by teleconference on 2011/01/32 to discuss next steps.
- DZ planned to meet with the Curriculum Review Committee to discuss continuing representation by OAME on this committee following the Executive meeting, but that meeting was cancelled as a result of poor driving conditions. An informal discussion between DZ, Len Rak and Bev Farahani did not clarify the position of OAME focused on the ad hoc nature of this committee and how OAME could set up a mechanism for continued representation on it.
- DZ will attend the first few days of the NCTM conference and will take part in the Canadian Caucus meeting.

CURRICULUM REVIEW COMMITTEE

The Curriculum Review Committee (CRC) is a group that consists of people from OAME, OMCA and Fields Institute. The group is trying to be proactive by thinking about curriculum change in advance rather than waiting to be reactionary once the proposed curriculum is test driven at a `coming out` session run by the ministry. The hope is to provide suggestions for implementation as well as curriculum content. Wanting to give as many people as possible a voice in this, the group created 5 surveys asking questions about what should be kept and what should change from the current mathematics curriculum. Unfortunately, the number of participants, especially at the elementary level, made it very difficult to find any trends. It was very interesting that regardless how positive the question was, respondents tended to use their response as a place to vent about what they felt were the shortcomings of the latest curriculum change.

Through our readings, it became evident that Big Ideas might be an organizer for any possible curriculum change. However, there is no consensus as to what Big Ideas in mathematics entails.
The focus of the CRC is to promote discussion on Big Ideas to help provide a lens for mathematics curriculum change. There are many diverse views out there on what Big Ideas in mathematics are.
The Big Ideas symposium held in October at Fields Institute was an attempt to bring a wide variety of people together. Participants came from all levels of education – from Early Childhood educators to university professors. Again, no consensus was achieved but it was noted that these participants were where the CRC was when it first began meeting.
The most recent CRC meeting was held on January 29, 2011. There are still some loose ends to tie up regarding the symposium. It was announced that the proposal on Big Ideas for the Math Education component at the CMS 2011 winter meeting being hosted at York University had been accepted.
It has been proposed that at the May 25th meeting of the Ontario College Mathematics Association (OCMA) annual conference in Orillia a 45 minute "Big Ideas" session as part of the "transition to College" focus. It is hoped that the session culminate with the formation of working groups to continue meeting the next day at the conference.
A "Big Ideas" workshop will be conducted by Dan Peter and Stewart Craven at the OAME annual conference in Windsor in May 2011.
The Fields Institute Math Education Forum usually has featured presenters in the morning session only, leaving the afternoon free for other topics. To continue the dialogue around big ideas it would be advantageous to extend the "topic of the day" from the morning discussion into the afternoon period and debate whether or not the "topic of the day" could be considered a "Big Idea" and if so, start a working group. In March, the theme at Fields is uncertainty. The CRC thought this topic would be a good one to begin with, so has approached Fields to see if the afternoon discussion is possible.

CHAPTER REPORTS
COMA
Our annual mini-conference, named after our former president, Ronald C. Bender, was held on Saturday November 20th at University of Ottawa. The conference, which was co-sponsored by our chapter and U of O, was a great success despite lower registration numbers than usual. Teachers from both elementary and secondary panels were treated to morning coffee and snacks, two workshop presentations of their choice, an exhibitors' display, and lunch at the university pub… all in all, a prime opportunity for cutting-edge PD, as well as a chance for quality networking with colleagues!
It was at the mini-conference that we also introduced the latest installment in our 'Pay-it-Forward' campaign as we drew seven names of conference attendees who won up to $750 each to reimburse costs associated with attending the 2011 Leadership Conference. An additional three winners were drawn from a pool of names submitted via email just before Christmas.
The next event we will be hosting is an Elementary Forum featuring a presentation on "Integrating the Five Math Strands in Elementary Classrooms" by Jennifer Capitani on Monday, February 28th, 2011. This annual forum will focus on teaching elementary mathematics in a more holistic way, by integrating strands under big ideas. This will provide another wonderful opportunity for networking and professional dialogue.
We look forward to celebrating the Carleton-Ottawa Math Olympics again this year, as they will be taking place on April 16th, 2011. A Secondary Forum will also follow sometime in the spring.

GOLDEN
Our committee has been enjoying some down time after hosting last year's annual conference. We will soon be starting to plan this year's mini-conference. It will be around the end of April at Brock University. Delegates will be able to choose two sessions from a group of workshops offered and then have dinner. There will also be a publisher's display area for delegates to explore.

ISOMA
On November 4th, Royal St. George's College hosted the Fall ISOMA Math Conference. The theme of the evening was Knowledge Integration. Attendants were treated to an evening of great presentations, dinner and a keynote address by Professor Ed Jernigan. Thank you to Gerry Doerksen and his colleagues at Royal St. George's College for organizing this year's conference and offering teachers great professional development opportunities.
We are now preparing for the 2011 ISOMA Math Olympics. This year, the Olympics will be held at Greenwood College. We look forward to a day filled with exciting relays, individual challenges, and group activities.

MAC2
Things have been very busy at MAC2 over the past few months. MAC2 recently helped with a junior math road rally that was hosted by the Simcoe County district School Board. Many members volunteered their time during the day to help students enjoy a wonderful day of math activities. We are currently in the process of planning our spring mini conference which will be held in April. Next on the list is organizing our regional OMO completion to decide who shall go to the provincial meet.

NOMA
The most significant event since the last Directors' Meeting is undoubtedly the NOMA Fall Conference, held over October 29 and 30, 2010. Important relationships were forged and renewed in the northern mathematics community, with this conference. Not only was the use of the Laurentian University site a good chance to form bridges between mathematics educators at all levels, but the venue also added prestige to the event, and helped accommodate attendance by about 176 people. But perhaps the most forceful reason why so many conference-goers attended was the always-stellar Dr. Marian Small, who gave the keynote address and also facilitated workshops throughout both days. Friday, October 29, was a Leadership event which drew participants from numerous Boards across Ontario. Saturday was the open conference day, and all reviews since the event have been very positive. Although our Chapter has a very small active core, these people worked extremely hard to make the conference a success, and learned a lot in the process. We hope to expand our participation base as we move forward, so that one day in the future we might be able to take on events of a greater scale.
At our last Chapter meeting before the break, we dealt with the matter of Chapter executive positions. The following positions resulted:

President – Cheryl Geoghegan
Chapter Rep – Cheryl Geoghegan
Treasurer – Sue Melville
OMO Coordinator – Sheridawn Maloney
Membership Secretary – Marc Poirier
Secretary – Krista Sarmatiuk
Publicity Team – Lois Vincent – Joe Snofl

We will soon meet for the first time as a Chapter since the Christmas Break, and will start planning around such events as Spring Workshops and the OMO Playdowns.

NWOAME

Once again, NWOAME has had a busy year. We are building on the success of the last 2 years and once again planning "Pi-Day" celebrations for Friday, March 11, 2011. Junior students will be visiting host schools, where they will travel in groups to several stations and engage in games and activities all related to Pi. The activities will run by the grade 8 students of the hosting schools. This year we hope to add Algonquin Public School to our list of host schools. On April 27, we have planned and math evening social with Florence Glanfield as guest speaker. Florence is an associate professor of mathematics education at the University of Alberta, is of Métis ancestry, and has a rich history of First Nations mathematics experiences, both as a learner and as a teacher. NWOAME is hosting this evening in affiliation with the Faculty of Education at Lakehead University. As well, we are again hosting our regional Math Olympics, scheduled for April 16, 2010, and we look forward to bringing regional winners to the provincial OMO competition in Toronto during the weekend of June 4/5. In and amongst our planned activities, NWOAME executive members continue to interact with local and regional school boards, engaging in constant dialogue and playing an active role in math related education and professional learning in Northwestern Ontario. Chapter Rep: Tom Boland

PRMA

1. Members of the PRMA Chapter have been working this year to write a newsletter for classroom Mathematics teachers. The first edition, which was released in December, provided some of our favourite activities to use with students when we find that we have an extra ten minutes here or there...
2. Currently, we are working on a newsletter to highlight our favourite mathematics education sites. You can find our newsletters, along with information related to the "happenings" of PRMA at our website: http://chapters.oame.on.ca/prma/
3. PRMA members are also working to plan our Playdowns for the Ontario Mathematics Olympics.
   PRMA West will be hosting its playdown at Durham College on May 5 and 6. For more information, please contact the PRMA West OMO Coordinator, Leah Franklin at Franklin_Leah@durham.edu.on.ca.
   PRMA East will be hosting its playdown event at the PVNC CDSB Catholic Education Centre on April 28. For more information on this event, please contact the PRMA East OMO Coordinator, Sandra Connolly at sconnolly@pvnccdsb.on.ca

TEAMS

OMO: TEAMS is officially hosting OMO 2011. If any TEAMS members are interested in participating in organizing this event, please contact the co-chairs Wayne Erdman (wayne.erdman@tel.tdsb.on.ca) or Laurissa Werhun (Laurissa.Werhun@tdsb.on.ca).
TMO – TEAMS Mathematics Olympics: Do you know a grade seven or eight student who would enjoy problem solving in a group setting.. We are planning our TEAMS Math Olympics, to be held on March 26th, at the Catholic Education Centre, 80 Sheppard Ave. E. Winning students go on to the Ontario Math Olympics. If you are interested in fielding a single student or a team of 4 students (1 male &1 female grade 7, and 1 male & 1 female grade 8), please contact Michele Goveia in the TCDSB at michele.goviea@tcdsb.org or Jane Silva in the TDSB at Jane.silva@tdsb.on.ca
Mini-conferences: TEAMS held a very successful Mini Conference in October at Dante Alighieri Academy (Beatrice Campus) & Bathurst Heights Learning Centre, on Linking Assessment and Instruction. Over 200 members attended. Door prizes included sponsoring one member to the OAME conference in May.
Goals for 2011 The TEAMS Executive is looking forward to encouraging elementary teachers to become more involved in our chapter as well as Instructional Leaders from

each board. Please come out to our meetings, we meet monthly at the Catholic Education Center, and look forward to seeing you..

WOMA

WOMA will offer a spring mini-conference in London for the same low price of $10. The host school is equipped with Smartboards in every room. The school's gym turns into a dining area where educators view publishers' displays and enjoy supper following their two professional development sessions. Attendees register through MCIS and are eligible to win the free registration to OAME's annual conference.

12) Rita Janes brought greetings from NCTM and explained some of the structure of NCTM and how OAME fits into that structure.
13) David Zimmer said goodbye to several board members and chapter representatives who are leaving the board, welcomed several some new chapter representatives and announced that Cathy Hall has been acclaimed as President-Elect.
14) 12:15 – 2:15 pm: Committee Of The Whole
    a. 12:15 - 12:45 Strategic Planning and Renewal Committee
    b. 12:45 - 1:15 Curriculum Committee
    c. 1:15 - 1:45 Outreach Committee
    d. 1:45 - 2:15 Communications Committee
    e. 2:15 - 2:45 pm: All committees met to debrief, consolidate and plan next steps.

COMMITTEE REPORTS

COMMUNICATIONS: Present: Robert Sherk, QSLMA (Chair), Greg Clarke, MAC^2, Marian Small, *Gazette* Editor, COMA, Sue Melville, NOMA, Debbie Drape, SAME, Bev Farahani, QSLMA, Paul Alves, CHAMP

1. Business Arising from Minutes of Previous Meeting of the *Communications* Committee:

1. Discussion about providing access to students taking AQ courses through faculties of education. Greg voiced concerns about finding a way to determine whether requests for access are legitimate.
2. Promotions PowerPoint: Has been posted on *Members Only* section of website.
3. 3D OAME logo – before we go ahead with producing a prototype, we will poll the Committee of the Whole for input. **Action:** Greg Clarke to post animated 3D logo on the website.
4. *Gazette* reviewers: We continue to compile a list of reviewers. **Action:** Paul to contact Marilyn Hurrell for a list of previous reviewers.
5. NCTM Affiliate Recognition of Outstanding Publication – Our submission for this award was unsuccessful. The award panel was looking for more research-based and pedagogically focused articles.
6. *Gazette* advertising rates: **Action:** Beverly Farahani will bring the following motion to the Finance Committee: "BIRT *Gazette* advertisers are charged for total page count instead of individual ads. Example: If an advertiser places two ¼ -page ads, we could charge a ½-page rate ($200) instead of twice the ¼-page rate ($230 total). Overall advertising rates will not be changed this year."
7. OAME website to-do list:
    - ED links – chapter updater – now working unless the browser is Mozilla Firefox
    - *Gazette* links – now repaired
    - Elementary resources need posting – Resources for K, 1-3, 4-6 have been collected but have not been uploaded yet. The Curriculum Committee uploaded an exhaustive list of resources (hyper-links to the LNS and monographs).
    - Secondary resources have been collected but not yet uploaded

- **Action:** Mary Lou to provide Greg with one set of Abacus questions to put on a separate elementary page on the website and a description of what she envisioned it to look like;
- Promotional Powerpoint – now in *Members Only* section
- Password resetting – stay tuned
- Do we need to hire a website manager? Greg Clarke has more time this year but feels the homepage requires more frequent updating than he is able to provide. **Action:** Greg to ask board members to forward news items for the homepage to him for uploading.
- Greg has zipped the files for the OAME and OMO planner and uploaded them

2. Items from Executive:

Communications: (Publications and website – Beverly Farahahi)

a. 40th Anniversary *Gazette* issue – no updates since last meeting
b. Website "to do list" - See business arising from minutes of previous meeting

Promotions: (Lynda Ferneyhough)

a. Package for Faculty of Education contacts – The webmaster, Greg, shared an email he had sent to contacts at each Faculty of Education informing them of free access to the *Members Only* section of the website for Faculty of Ed students for the current school year. **Action:** Sue to review and edit the email and return it to Greg. **Action:** The Webmaster to send the letter to Faculties of Education contacts every August.
b. Compiling package: OAME has a collection of previous *Gazette* issues and other promotional items that are available free of charge to faculties of education, should they make a request.

3. Updates:

a. *Gazette* Editor's report:
    i. A letter to the editor raised the issue of purpose – who does the *Gazette* serve? How do we balance math content, pedagogy, issues in education, elementary focus vs. secondary, and research pieces?
    ii. We have been approached by someone interested in writing a book based on previous *Gazette* articles. OAME does not own the articles so the interested party would have to negotiate permissions from the author of each article.
    iii. Survey – we intend to survey the OAME membership for input on the issues raised in the first item of this report.
b. *Abacus* Editor's report: No report. **Action:** Robert to request an informal report via email before the next board meeting.
c. Website Manager's report:
    i. The Chapter Conferences area has been updated by removing chapter info dating earlier than 2008.
    ii. Combining MCIS/OAME to use one log-in/password per member: Greg is in the process of testing out a program to simplify the MCIS/OAME log-in process. **Action:** Greg will continue to develop this process and enable it once it has been field tested in the next couple of weeks. Communications Committee members will test the process. **Action:** The overall system must be overhauled before it goes live. We may use some of our committee budget to cover release time for the overhaul.

4. New Business:

i. Geoff Roulet from Queen's University has request a link from the Resources page to math-towers.ca and resources.educ.queensu.ca/early_years_math/

CURRICULUM: Present: David Zimmer, Anne Yeager, Jan Crofoot (co-chair), Dwight Stead (co-chair), Alison Macaulay, Susan Pitre, Mary Bourassa, Jen Gravel, Urvi Shah,, Marilyn Hurrell, Tim Sibbald

Absent: Jane Silva, Paul Szczokin, Ada Cartaginese, Carl Davey, Laurie Moher

Item	Discussion	Action
Roundtable Introductions	Members introduced themselves. Welcome Rita Janes from NCTM	
Work from October 2010 Meeting	• Review edits to OAME web site • Curriculum Review • Assessment & Evaluation (Growing Success, Big Ideas, GAINS web site) • Grade 9 diagnostics	• Edits have not been posted yet to OAME site • Greg can give the committee permission to make the edits and update links for the June meeting
Work from Executive •	Review and provide feedback on Teacher Zone web site http://teacher.tenmarks.com/ • Begin to create OAME Position Paper on A&E	• The committee felt that since the material is not consistent with OAME vision that no reply is required • Committee members gathered input from committee as a whole* • Results will inform future directions
Developing Issues facing K-12 teachers	• Report Card Comments • Effective PD Models (TLCP, Co-teaching, ...) • Credit Recovery 9-12	• Committee members gathered input from committee as a whole** • Results will inform future directions
Succession Planning	• Jan and Dwight will not be returning in June	• The executive will approach members of he committee to serve as co-chairs

Minutes prepared by Dwight Stead

*Diagnostic Tests/Placement Tests

- Grade 8 teacher placement recommendations are generated over time and very valid but are undervalued
- Growing Success document really does summarize it
- Potential long term plan bigger than this committee
- If useful to teachers, should we make a statement?
- Where would it go? Part of the vision statement? Should a more global statement about assessment fit in the vision piece – could go in a Gazette?

**Burning Issues → future directions for this committee

- **report card comments some** → consider creating/providing some sample comments, not as comments that teachers could cut and paste, but providing some ideas as to how teachers might personalize comments, focus on significant mathematics
- help teachers understand how they might use existing resources, like the processes etc to teach self–regulation etc.

- **credit recovery** → loose definition - consider showing all marks on the transcript – teachers teaching credit recovery should be more qualified and have more support – practices vary widely -Where it works well is where math teachers are involved. Teachers see credit recovery as a joke. Some teachers see it as a lot of work therefore easier just to give kids a 50. How many courses can they recover? Is there a limit?

OUTREACH: Present: Cathy Hall (Chair), Connie Quadrini (Liaison), Sandra Jean Price, Henry Santos, Cheryl Geoghegan, Len Rak, Ann Michele Stenning, Angelina Glynn, David Petro (OAME 2011 Co-Chair) **Regrets:** Nicholas Chevalier, Laura Tonin

1. OAME Awards

- ♣ Six members of the Outreach Committee met before Friday's board meeting to deliberate on this year's OAME Awards.

The deliberation committee was rounded off by the addition of Anna Jupp, a past-president of OAME.

- ♣ We were impressed with the quality of nominees and nomination packages this year.
- ♣ **ACTION:** Cathy to notify award winners with an official letter of congratulation.

ACTION: Anne Yeager to check through the files for most recent copies of letters of congratulation and forward these to Cathy.

ACTION: Subcommittee to be struck for the purpose of reviewing the criteria and rubric scoring for all awards & editing where necessary.

2. Discussion of process for responding to requests directed to OAME Executive (e.g., professional learning applications, exhibitor requests, conference program, curriculum review, MoE requests, Fields Institute, NCTM, etc.)

e.g., OTF Summer Institute proposal... Should we send out a call to the membership for proposals? When? What themes? How should this data be collected (Survey Monkey)?

e.g., OECTA request for OAME booth at New Teachers Conference... Should local chapter be invited to represent OAME at this booth?

We need to have a protocol/process in place in the interests of efficiently responding to these requests and in maintaining transparency in eliciting volunteers to take on the various tasks.

Outreach will work in concert with the Executive to set this protocol in place by targeting such questions as "To whom should these requests be directed?", "Who makes the decision to accept or reject each proposal?", "Could we ask Chapter Reps to become the point person for any requests pertaining to their area of the province?"

3. Report on OAME 2011 *(David Petro)*

Finalizing the program has been keeping the committee busy... 260 speakers/workshop sessions in place!

Organizing committee is very excited about the variety and calibre of keynotes & workshop speakers this year.

Exhibitors' ling has been open on the conference website for a few weeks now.

Online registration through MCIS will be opening in the next few days.

SWOAME plans to have a "Math Party Bus" to transport delegates, starting in Ottawa, then heading up the 401 with pick-ups along the way (Brockville, Kingston, Belleville, GTA???) - projected cost: $160/person

No delegate bag finalized yet. Cost is an issue as no sponsors have come forward. Possible solution: generic bag provided by one of the exhibitors (e.g., McGraw-Hill Ryerson's plastic carry bag)

ACTION: Cathy to do some research on affordable options and/or inventory close-outs. She will also check with her local supplier who was able to offer a great deal for OAME 2009.

4. Presentation of Conference Planner Timeline poster *(Connie Quadrini)*

"Wall-size" conference timeline has been produced in banner format by Stellar Print (Markham).

Poster was displayed during the Board meeting; Board members were impressed with how comprehensive the poster seemed.

Feedback overall was very positive; the poster was seen as especially helpful by organizers of upcoming conferences (OAME 2011 and 2012).

ACTION: Outreach Committee has been asked to gather more specific data for some segments of the timeline (e.g., approx. numbers of residence rooms and hotel rooms to book, price points for various services at the conference site, examples of contracts from previous conferences).

5 Host Chapters for upcoming OAME Annual Conferences

OAME 2012: QSLMA - Kingston, planning is going well so far, theme & logo have been chosen, venue has been reserved.

OAME 2013: CHAMP has investigated possible venues without success; the chapter has declined the invitation to host OAME 2013.

ACTION: NWOAME and TEAMS have been approached to host OAME 2013. They are to discuss this at their upcoming chapter meetings and get back to Cathy and Connie.

OAME 2014: PRMA is interested in hosting.

OAME 2015: No host chapter on deck yet.

6. Consideration of changes to planning for the Annual Conference

Preliminary discussion regarding hiring a person to be Conference Planner. Further discussion at the June board meeting.

Should we select a few "permanent sites" around the province & rotate the conference among these sites? If so, how many sites & where would they be?

This would allow chapters to take on a smaller role in the conference planning, yet still realize their share of the profits from the conference.

This model would help to alleviate the problem of finding a large enough venue within each chapter's boundaries.

This model might also be especially beneficial to our more remote chapters, where it's difficult to get people to travel the long distances to attend the conference.

Feedback from Committee of the Whole

Committee of the Whole was asked to consider the questions raised item #6... specifically, the issue of considering permanent sites for the Annual Conference.

Those who agreed with selecting a few permanent sites by and large suggested 4 different sites, to serve the various quadrants of the province (e.g., Georgian/Barrie, Ottawa/Kingston, Toronto/Mississauga/Durham, London/Niagara Falls).

PROS: Repeat use of a specific location would help us know what works and what doesn't; there would be a site history on file to draw from; the on-site Conference/Convention Centre would be able to anticipate our needs;

previous contracts would be in place and able to be used for reference; if the rotation was set, people would always know where the conference was going to be from year to year.

CONS: Possible Constitutional issues regarding parameters of hosting the conference; some chapters would always be travelling/incurring extra costs; cost of a conference planner on-site at the various venues; profit sharing issues; the local flavour of the conference would be lost

Additional points raised included the following: the possibility of more than one chapter hosting a conference if using one of the permanent site; the selection/hiring of a conference planner; the possibility of multiple conference planners (specific to each permanent site); allowing each chapter to make the decision to either host in their own locale or use a possible centralized site (this would mean that there would still be a pool of "central sites" but that they would not necessarily be used every year).

Discussion on this agenda item will continue at the June board meeting.

SPARC: Present: Fred Ferneyhough, Tom Boland, Jung Perkins, Pat Kehoe, Kyla Kadlec

Discussion of transition to new Board Year: Is it necessary to change the time of the election when the board year changes to a September to September calendar?

- committee tossed around a few ideas. Ended with elections closing at the Annual conference. People could vote during the conference.
- this requires a change in the constitution?? Needs to be discussed with Bill
- possibility of inviting new board members to the June meeting as an introduction to their new role. Would this require a constitution change? (At times they may be asked to leave the room if there was some confidential issue to be discussed)

Ramifications of changes to Annual General Meeting

- AGM needs to happen at the end of the year. Does this mean after the June meeting?
- AGM has been poorly attended even though it is held at the conference
- discussion of possibility of having AGM electronically at the end of August or towards the end of June. Discussion of possibility of voting privately within programs like Adobe connect

When we switch to the committee of the whole (at February board meeting), discuss the following at your tables:

1. Change in Board year to start September 1st. This move will align Board year the school year and the fiscal year of the organization

Change in board year will also align with chapter and individuals roles

- No issues for #1. Everyone agreed was a good plan

2. Change election so it closes at Annual conference. Members could vote at the conference
    - Voting must be in private
    - Everyone agreed with this
3. Possibility of inviting new board members to the June meeting as an introduction to their new role.
    - Cost factor?

- Bigger issue is we need a job description for each portfolio, and/or orientation package and/or welcoming committee???. What committee should generate such a package?
- We should look at establishing mentoring partnerships once the year starts
- Invite new directors to the first chapter rep meeting

4. If voting ends May & last meeting of the year is early June, when would the annual general meeting be? Electronically in June? in August?
    - Do we need to change the constitution in order for Board members to vote on-line?
    - Two groups felt that AGM should happen at the conference when all members have a chance to question whatever they want. That's why the year ends in June. Maybe we should think about why the dates are where they are
    - AGM could happen electronically with a portal for each chapter.
    - Constitution states that an AGM must happen at the conference. Maybe we should try it and if another one is needed there is nothing to prevent it from happening electronically
5. These structural changes could start September 2012

(committee on-line meeting to clarify wording, then present to executive in April finally and present to board electronically for approval)

15) 2:45 - 3:00 pm: Wrap Up: David Zimmer
16) 3:00 PM Adjournment (Safe travels everyone!)