

**Ontario Women's History Network  
Annual General Membership Meeting  
Zoom online meeting  
October 23, 2021**

OWHN members present: Sarah Hogenbirk, Jane Errington, Linda Ambrose, Dianne Dodd, Tina Bates, Paula Bourne, Rose Fine-Meyer, Shannon Stettner, Sara MacDonald, Meaghan Beaton, Gail Cuthbert Brandt, Sharon Cook, Krista Cooke, Amber Lloydlangston, Lorna McLean, Constance Backhouse, Kristina Llewellyn, and some participants at the OWHN conference

**AGM Meeting following the 30<sup>th</sup> Anniversary OWHN conference:**

**1. Sarah Hogenbirk, Chair called the meeting to order at 230pm.**

Approval of the Agenda: Sarah asked for approval of the 2021 Agenda. Moved by Jane and seconded by Shannon. The motion was passed.

Approval of the AGM Minutes: Sarah asked for approval of the 2021 AGM meeting minutes. Business arising from Minutes. Moved by Rose and seconded by Jane. The motion was passed. No business arising from the minutes.

**2. Report of the Chair: Sarah Hogenbirk**

- Sarah noted that the pandemic delayed OWHN's 30<sup>th</sup> anniversary celebration and forced a shift to a virtual conference.
- She also noted that OWHN hired filmmaker Dr. Donna Gall and her production partner Gordon Koch to produce the 30<sup>th</sup> anniversary video. Donna and her production partner did a beautiful, thorough job of carefully and respectfully telling the history of OWHN. It exceeded our expectations. Sarah thanked Donna and Gordon for their hard work, professionalism, dedication, and for going above and beyond. She also thanked the conference committee for their help and Rose for her hard work and leadership on the film and with the conference.
- We are still working on the creation of teaching resources to help educators include women and gender history in their lessons. Hopefully the video will improve our website, increase our visibility, and attract new members.
- Sarah noted that as in previous years, OWHN continues to benefit from having a website where current and prospective members pay for memberships, register for conferences, and donate to the organization. We continue to seek ways to add content and improve our website.
- She also acknowledged that OWHN donated pins, ribbons, and certificates to the Ontario Heritage Fairs (OHFA) for the best projects in women's history. Since the 2020 fairs were cancelled, the prizes were handed out at the 2021 fairs. The list of student projects that involved women were quite impressive and the fairs continue to be a great outreach tool for us. Rose added that OWHN members can check the award winners at the OHFA website: <https://ohfa.ca/>

- Sarah noted that OWHN was awarded Ontario Government Heritage Organization Development Grant (HODG) for 2021-2021. Our charitable status has been renewed for another year.
- Sarah also did an overview of the upcoming new OWHN Executive. The current executive has completed their two-year term.

New OWHN executive:

- Amber Lloydlangston will be taking over from Shannon Stettner as our web person, and Sara MacDonald will be taking over from Krista Cooke as treasurer. Rose Fine-Meyer continues in her role as secretary. We are still looking for a Vice-Chair.
- Sarah added that she wants to thank Shannon for all her hard work as head of the communications committee and for coming up with great ideas like the anniversary video. She also thanked Krista for all her hard work as treasurer and for setting our online banking up. A big welcome and thank-you to those taking over new roles. Lastly, she thanked the executive for all their hard work, support, and kindness as she navigated her role as chair and motherhood for the first time.
- Sharon and Rose thanked Sarah for her leadership, hard work and kindness as chair of OWHN.
- Sarah called for approval of the report. Moved by Sharon and seconded by Krista. The motion was passed.

### 3. Treasurer's Financial Report

**Krista Cooke** prepared the report. She provided the chair with statements which were made available for all attendees.

- The report shows our financial status is in good health. The largest cost for the year was for the OWHN 30<sup>th</sup> anniversary video (which was supported financially (50%) by Nancy Ruth's Very Own Foundation.
- Members can see from the posted report that our **Net Assets at the beginning of 2021 was (\$12, 772.32)** and expenditures for the year were **(\$15, 032.61) so a loss of (\$5,800.61)** but due to the grant, membership renewals and donations, the **current Net Assets as of October 20, 2021, stands at \$6971.71**
- Business arising from the report: Sharon inquired about reimbursement regarding the coffee cards provided for the virtual conference participants. Amber provided an answer. Gail asked about membership suggesting that it should be easy to obtain membership online and donate on the same page. Shannon responded. Paula spoke about the tree planting to honour Alison Prentice and there was discussion.
- Sharon and Rose thanked Krista for providing the report
- Sarah asked for approval of the Treasurer's report. Moved by Rose and seconded by Sarah. The motion was passed.

### 4. Communications Committee Report-Shannon Stettner

- We have a new website person, Robert Thivierge. We pay him \$25/hour. We might go over our annual budget this year because Robert did some maintenance work that our last website person wasn't able to perform. Shannon noted that Rob, the person maintaining the OWHN added the new section about the 30<sup>th</sup> anniversary and was posting the video.
- Visibility for the Website: Statistics from Google Analytics: Between January 1 and October 15, 2021, we had 2,941 page views (of those, 1,243 were unique visitors). This number is down from 2019, but up significantly (more than double) from 2020. The conference info is a big draw. Once we have the video on the site, we can develop content around it.
- Shannon noted the website visits numbers were up due to the conference with 3000 visits of the year. Visibility was especially strong as we got closer to the conference, with 400 visits a week. We were moving in the right direction and need to keep up the momentum by uploading posts to the website.
- 30<sup>th</sup> Anniversary Page: Now that the documentary will be posted on the website, we'd like to build some content around it. For example, we thought it would be good to have bios of early members, and certainly it makes sense to upload bios of everyone who is interviewed in the film. So, perhaps people could send their bios to the new website person? Other ideas for generating content are welcome.
- Shannon noted that 6 blogs had been posted. She suggested that people write conference presentations as written documents to be posted as well
- Shannon suggested we might create bios for those who spoke at the conference and add that to the website. Rose offered to take care of that soon
- **Curriculum units:** We had agreed to commission ten teaching units relevant to women's and gender history that could be housed on the website. Once we have those, we expect to generate a lot of traffic from them.
- **Request for Volunteers:** Last year we agreed to develop a call for volunteers to place on the website. Shannon was going to put together a call, but then she realized we hadn't talked about who would be responsible for organizing the volunteers who did apply. Now that she is handing off the website stuff, she will resume intentions to develop a call for volunteers that includes potential job descriptions. Once completed, she will circulate to the board for input. Discussion followed: Shannon's call on volunteers to continue website content work. She suggested that those who gave papers at the 30<sup>th</sup> conference might submit their papers to be uploaded to the website.
- Sarah called for approval of the Communications report. Moved by Tina and seconded by Sara M. The motion passed.

5. Sarah introduced the **new executive** and asked for a vote of approval from the membership. The following are the new executive. They hold a two-year term:

**Chair: Shannon Stettner**

**Vice Chair: (non appointed)**

**Secretary: Rose Fine-Meyer**

**Treasurer: Sara MacDonald**

**Communications: Amber Lloydlangston**

Sarah asked for a motion to approve the new executive. Moved by Jane and seconded by Sharon. The motion passed.

### **8. Commemoration Discussion**

Motion to approve \$100 into the Alison Prentice trust fund. Moved by Sarah and seconded by Rose  
The motion was passed.

Gail provided an update regarding the trust fund. She provides more details in other business.

### **9. 2022 Conference Plans**

- Discussion focused on the theme and place for the 2022 AGM and conference, with the understanding that in-person would be a priority, if possible.
- Shannon suggested exploring the topic of women and gender. Rose and Linda suggested securing the place first and then working with local communities to craft out a conference, as OWHN has done in the past. Gail suggested the Branford area as there are several potential partnerships: Laurier University (possibly reach out to Cynthia Comacchio), Woodland Centre, the Bell Homestead, E. Pauline Johnson, and war memorial.
- It was noted that a Hybrid conference be planned with options for those who cannot attend in person. Rose noted that over the pandemic several public institutions had increased their public virtual access, and this therefore might make a Hybrid conference possible.
- Krista suggested partnering with the Buxton Cultural community, Amber noted about partnering with museums and local historical houses.
- A planning committee for the 2022 conference was created: Shannon, Amber, Meagan, and Rose, who offered to be part of the planning committee, and the committee would welcome others to join. They will meet soon to begin the outreach process. Moved by Amber and seconded by Dianne. The motion passed.

### **10. Other Business**

- Gail suggested that an email be sent to those attending the conference to suggest they consider membership. Rose noted she will send that out. Gail also suggested the consideration of expanding the blogs. Diane and Amber offered to explore. Krista noted that we need a designated person to look after membership. There was discussion about the increased role of members at large to take on various roles such as membership. Gail and Krista's suggested that OWHN create clear definitions of all roles on the executive and that the executive approach members at large to take on specific roles this coming year.

- There was also discussion regarding outreach. Krista spoke about a stronger partnership with OHS and OBHS and Sharon suggested CCWH. It was suggested that OWHN create a list of partnerships and work towards create outreach shared activities and supports. Rose noted she would contact the OHS. Jane also supported outreach to OHS, considering bursaries and ensuring that a member of OWHN possibly sit on one of their committees and attend the AGM (Rose indicated she had recently attended the OHS AGM 2021)
- It was also suggested that Shannon might write to several of the above organizations to discuss what partnerships might look like
- Rose moved that we create a Resources and outreach development committee. Seconded by Sharon. The motion was approved.
- The new committee members: Sharon, Rose, Krista, Meagan, Kristina, and Amber.
- Shannon suggested with create a public survey regarding what's needed at OWHN. Sarah suggested we inquire regarding hiring a teacher candidate or graduate students to investigate partnerships to provide OWHN supports and outreach. We might also create some lessons that include women's historical narratives for teachers to use in their classrooms. Rose offered to investigate that.
- Shannon also noted that we might access funding to apply for web-based projects. Gail indicated there were lots of excellent resources and we could place them on the website into a resources page and create other projects, students creating blogs and history projects we create, and then implement. Discussion followed.
- Gail also spoke of the Museum Trailblazing women's project in Waterloo. It was a touring exhibit and needs a permanent home. Discussion followed regarding possibilities, Amber and Nancy provided input. It was suggested that it might become a digital project. Gail noted she would explore the status of the exhibit.

We had arrived at 6pm and the meeting was adjourned. Tina called for the motion and Diane seconded it. Motion passed. The 30<sup>th</sup> anniversary conference and AGM came to an end. Thank you to everyone!

**Rose Fine-Meyer, OWHN Secretary**