



Suzuki Association of Ontario  
Executive Board Meeting  
Minutes  
Wednesday, October 23 at 10:45am on Zoom

<https://us06web.zoom.us/j/94374870761?pwd=Y2FhS2dLcSt0Rlc1UHZic1VUMGg2UT09>

Meeting ID: 943 7487 0761

Passcode: TWINKLE

1. Welcome

- Called to Order at 10:51am

2. Land Acknowledgement

- *The Suzuki Association of Ontario would like to acknowledge that Ontario is located on the traditional territory of Indigenous peoples dating back countless generations. We want to show our respect for their contributions and recognize the role of treaty making in what is now Ontario. Hundreds of years after the first treaties were signed, they are still relevant today.*

3. Mission Statement

- *The mission of the Suzuki Association of Ontario is to promote and support the Suzuki Method of learning by nurturing excellence in education.*

4. Financial Update

- 2023 Conference Budget:
  - Not too much different since the FBM report - conference numbers are still unconfirmed (food, teachers)
  - Rough budget was presented - there are less teacher attendees, but we are saving on lunches, accompanists, etc.
- Yearly Budget: When we close our books for the year, having a report ready in November for the AGM is very tight because numbers need to be reconciled
  - We are still on track with Conference income to make our 2023 Budget goals
  - Numbers for PTS are down
    - Lauren will send reminder to SSSG families
    - Hopefully conference advertisement will bring more families in
  - Memberships are down slightly
  - All member school payments have been logged - two schools paid by cheque twice and deposited twice - refunds will need to be processed
    - Cheques need to be accompanied by an email - we will be clear about this in the AGM and newsletters
    - Pictures of cheques need to be sent to Rebecca
    - Perhaps a cheque processing fee to be instated?
    - Suggesting to member schools that individuals pay and get reimbursed by the school?
  - Board Training may need to be discussed once conference numbers are confirmed

5. Board Procedures (see Executive Board-> Docs & Files-> Procedures)

- These need to be updated with our new structure
- Newsletter Preparation
- TD Scholarships



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- Communication
  - Membership R&R
  - Procurement of Materials & Resources
  - Advertising: Newsletter & Event Sponsorship
  - Cheque Processing
6. SAO FBM Preparation
- Onboarding new members
  - Board Roles (see folder 2023 FBM-> 2023-11)
  - Board Membership Agreement (see folder 2023 FBM-> 2023-11)
  - Board Training: course options- Boards That Work, Governing Your Organization: A Deeper Dive, Budgeting for Nonprofits, Strategic Planning, Volunteer Engagement, Writing Effective Policies & Procedures
7. FBM Agenda Review
- Debbie is working on Board Roles
    - Area Reps are struggling with getting responses
    - We need to discuss better strategies to get people connected
    - Do Area Reps communicate with Member Schools?
      - We need immediate communication to go out to member schools (and faculty) about Teacher Day and PTS - Lauren and Debbie will prep this for Area Reps to send
  - Board Training listed above
    - We will need to see where we are at with conference actuals
    - New members do need onboarding training
  - Agenda can be found here: [2023 November Agenda - SAO - Full Board](#)
    - Changes Made:
      - Joint Event Proposal - TEA Proposal & Community Event Proposal
      - 2024 Conference - Ottawa? 2025 - ESM?
      - SAA Affiliate status
        - First Discussion: We will bring this to the FBM
          - What are we getting from SAA as a chapter affiliate?
          - Affiliate Report is a lot of work
          - It will be less of a boundary for other provinces
          - Most of our members are already SAA members - those who are retiring age are not renewing
        - Second discussion: We need to have a discussion with past Board members, founders, those who have been very involved
8. AGM Preparation Status
- Minutes to be submitted to bookkeeper



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9. Conference Status

- Next step: student schedules go out