



Suzuki Association of Ontario
Full Board Meeting
Minutes
Saturday, March 4, 2023 at 7pm on Zoom

<https://us06web.zoom.us/j/84358804592?pwd=S2FEMkh4QUdHb1NYVkt4UVZaUFo0QT09>

Meeting ID: 843 5880 4592

Passcode: 535414

1. Welcome

- The Winter 2023 SAO Board Meeting is called to order on March 4th, 2023 at 7:00pm via Zoom.
- Present:
 - Debbie Hammond, Chair
 - Genevieve Schirm-Joyce, Treasurer
 - George Cleland
 - Janice Mah
 - Susan Wooltorton
 - Rebecca Ashworth, Administrator
- Regrets:
 - Lauren Taylor, Secretary
 - Daniela Cruz
 - Matthew Gould
 - Jennifer Martyn
- Land Acknowledgement
 - Presented by Debbie Hammond
 - *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.*
- Mission Statement
 - Presented by Debbie Hammond
 - *The mission of the Suzuki Association of Ontario is to promote and support the Suzuki Method of learning by nurturing excellence in education.*
- **Approval of the March 4 FBM Agenda as presented**
 - **Motioned by: Susan Wooltorton**
 - **Seconded: George Cleland**
 - **All in favour**



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- **Carried**
- **Approval of the December 3, 2022 FBM Minutes as presented**
 - **Motioned by: Susan Wooltorton**
 - **Seconded: Genevieve Schirm-Joyce**
 - **All in favour**
 - **Carried**
- 2. Budget Updates
 - Finalized financials from 2022 conference
 - Most payments have gone out at this time in the year, so not many updates since the last conference figures
 - Revenue of around \$700 (revenue figure of \$951 does not reflect USD for clinician payment)
 - Planting the Seed has brought in major revenue
 - \$1835 on subscriptions
 - \$165 on single sessions
 - Around \$2000 total
 - SAO Actuals Budget 2022-2023 presented
 - https://docs.google.com/spreadsheets/d/1haBy66VM1I7vQnfNT_f8iKDX_cKbNWkGKI2Q2GrrjNY/edit?usp=share_link
 - Numbers are not yet finalized
 - Membership numbers are roughly the same as last year
 - Conference revenue was mostly spent on conference expenses
 - Some of the budgeted line items on this year's conference were not historically supported - this will have to be clearer in the future
 - Newsletter advertising and sponsorship revenue still coming in
 - Upcoming TEA will also bring in revenue
 - Administrator costs are down because of Membee (Membee ups the website fee, but there is overall saving there)
 - Overall revenue of around \$550
 - We are still waiting on contact from the family re: allocation of the Urd Grandur sum
 - We are responsibly able to give out a few scholarships - it is Genevieve's recommendation that we open up for a couple



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scholarships. The Board will select how many scholarships we are able to award at our June FBM when the figures are finalized.

- The scholarship committee and administration will work on hosting applications on the new website, which will allow for an automatic response upon submission.

3. SAO TEA

- Session is set with Edmund Sprunger for Sunday, June 4 at 2pm.
- This session will be live attendance only. This event will not be recorded.
 - Maximum on 99 computers in the meeting.
- Topic suggestions have been sent to Ed and we will have a session title soon.
- Member pricing for the session \$10. Non-members \$15.

4. Planting the Seed 2023-24 (Point of Information)

- First 3 sessions are set with Anita Buttemer (Sept), Paule Barsalou & Christie Zimmer (Oct), Sally Gross (Jan).
- Session #2 will have a slight date adjustment. Registrations will be ready to go in the newsletter.
- Final Session in April 2024 is TBD.
 - Please submit suggestions for speakers and/or topics! (This is a parent-oriented series)

5. Updates to 2023 Conference format

- The Board has concluded that a Board member should spearhead the conference planning to minimize workload
- Genevieve and Lauren are heading next year's conference in Waterloo at Laurier November 11 & 12
 - We are trying to include as much food as possible
- We are changing our format to a more teacher-oriented event over two days
- Student events will primarily be play-ins
- We are hoping for many concurrent sessions presented by our members
- AGM will be in-person on Sunday evening (dinner is provided for the Board)
- Inclusion of SMMC meetings prior to the main event
 - We are hoping that this will draw teachers cross-country



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- Call out for session proposals
 - We want to hear from our members! Call for session proposals will go out in the spring newsletter
- 6. Update on SMMC work
 - Incorporation & SAA process
 - Nonprofit organisation designation in the works
 - Impact on future SAO moving forward
 - We will have to keep this in mind as we look to the future
- 7. Website Content Review
 - Rebecca has been converting everything on the old website to Membee
 - New website format was presented
 - Identify pages needing updates
 - Rebecca will make a list of pages to be edited in a spreadsheet
 - Assign for updates by June meeting
 - All board members will choose 2 pages to revise - keep an eye on Basecamp for the list of pages needing revision
- 8. Strategic Planning
 - Breakout rooms were used for this portion of the meeting
 - Organizational Stability:
 - All Board terms are upcoming next year -
 - Debbie and Genevieve are planning on renewing for another 3 year term because of the collaborative work being done with SMMC
 - If Board members are planning on leaving after this term, please look for a replacement! We will need to be recruiting over the summer
 - There is potential for a lot of recruitment needed
 - Review the pillar questions and generate ideas for each section
 - Pillar Questions:
 - What is the succession plan for the board?
 - Volunteers are in short supply
 - What is the plan for institutional memory and procedural continuity?



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- We have been developing this well - more procedures are being documented and made available
- Continuing to compile all of the information in one place
- How should we communicate with members to be effective and what tools will be needed?
 - Newsletter:
 - About 30% of our membership read the newsletter
 - Area Reps are having trouble getting submissions from the community
 - This could be because schools typically run similar programming throughout the year?
 - We have tried to address this via a bulletin board approach - perhaps we need a new format
 - What is the goal of the newsletter?
 - It has changed - we are featuring SAO programming primarily
 - General feedback is that there is too much information
 - Being very selective with only the most important information presented
 - This is also a high effort endeavour
 - There is a generational discrepancy within the organisation - members who read the newsletter also attend the conference every year
 - We should consider a photo waiver for newsletter and other platforms
 - Newsletter - Scoop
 - Consensus is that it's a better length, less work, and more clicks
 - New Newsletter Format:



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- Rather than 4 Newsletters and 4 Scoops, doing 8-10 smaller
- Cycling through area codes for features, or combining area codes in to one bulletin board
- Making more room for feature articles
- Minimising text - linking to the website
- Minimising work for the team
- Adding a gallery/news feed to the website
- Typically good turnout (50-70 teachers) at SAO Conferences - this is a big opportunity to communicate with the membership
- The new website will be a big help
- Facebook (and Instagram) is a big tool
 - Updating social media outreach (using videos and soundbites - asking students for updates, short videos with board updates, etc.)
 - Linktree to longer videos etc.
 - This would necessitate Board members to be in charge of creating and posting content (Committee)
 - We would need a photo waiver
- Perhaps a private SAO Member space (on Facebook?) for more of a community connection, with SAO moderators?
- Financial Stability:
 - Conference
 - The conference is the main source of income for the organisation - with SMMC on the horizon, we should continue to prioritise this event
 - Making the conference more central - choosing 3 cities (2 around the GTA, one elsewhere) and rotating through them yearly (with exceptions)
 - This will provide the most financial security



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- Locations will act as sponsors - providing access, easier planning, and contacts to reuse - they should be the same to provide the greatest continuity and institutional memory
 - Waterloo, Ottawa, Oakville? Or 3 triangles of places?
 - Dates can be an issue as well - choosing 3 weekends in November and rotating through them yearly
 - The Board to run the conference, ideally with a representative from the location to support
 - The SAA runs a very successful conference yearly in the same location - we would like to investigate and look to them for ideas
9. Board Members: please let us know as soon as possible if you will or will not be renewing your term!
- If you will not be renewing your term, please start recruiting!
10. Look out for scheduling doodle poll for the next Board Meeting - usually around the first week of June, Saturday evening or Sunday afternoon (let us know if another time works better for you!)
- Please plan to attend - we need your votes!
11. Thanks everyone!
- Adjourned