

PREVIOUS BY-LAWS:

C.C.L.O.W.

he/she/it pronouns used

6. Board of Directors

The affairs of the Corporation shall be managed by a Board of twelve Directors each of whom shall, within ten days of her/his election and throughout the term of her/his office, be an individual voting member of the Corporation in good standing.

7. The Board of Directors shall consist of:

- (i) The President of the Corporation;
- (ii) One representative of each Province or Territory elected by the voting members of the Corporation in that Province or Territory;
- (iii) Person or persons appointed by the Board of Directors as representatives of any Province or Territory which has no voting members in that Province or Territory.

CHANGES:

CCLOW ( without periods)

she/its only with clause added at the end ' The feminine pronoun she, used throughout this document refers to both male and female persons.'

6. Board of Directors

The affairs of the Corporation shall be managed by a Board of no fewer than 15 Directors each of whom shall, within ten days of her election and throughout the term of her office, be an individual voting member of the Corporation in good standing.

7. The Board of Directors shall consist of:

- (1) The President of the Corporation;
- (ii) The Past President of the Corporation;
- (iii) The President-elect of the Corporation;
- (iv) One representative of each Province or Territory elected by the voting members of the Corporation in that Province or Territory;

8. The President of the Corporation shall be elected by the members of the Corporation prior to the annual general meeting and serve until the date of the next annual general meeting.

9. The Provincial and Territorial Directors of the Corporation shall be elected or appointed for a term of two years.

10. The office of Director shall be automatically vacated:

- (i) If a Director shall resign her/his office by delivering a written resignation to the President of the Corporation;
- (ii) If she/he is found to be a lunatic or becomes of unsound mind;

- (v) Person or persons appointed by the Board of Directors as representatives of any Province or Territory which has no voting members in that Province or Territory.

8. The President-elect of the Corporation shall be elected by the members of the Corporation prior to the annual general meeting and shall serve as President-elect until the date of the next annual general meeting at which time the President-elect shall assume the office of the President of the Corporation.

8:01 The President of the Corporation shall remain a member of the Board of Directors of the Corporation for one year following her Presidential term in the Office of Past President.

9. The Provincial and Territorial Directors of the Corporation shall be elected or appointed for a term of three years.

10. The office of Director shall be automatically vacated:

- (i) If a Director shall resign her office by delivering a written resignation to the President of the Corporation;
- (ii) If she is found to be a lunatic or becomes of unsound mind;
- (iii) If she becomes bankrupt or suspends payment of compounds with her creditors;

PREVIOUS BY-LAWS:

- (iii) If she/he becomes bankrupt or suspends payment or compounds with her/his creditors;
- (iv) If at a special general meeting of members from the Province or Territory represented by a Director a resolution is passed by three-quarters of the members present at the meeting that she/he be removed from office;
- (v) On death;

provided that if any vacancy shall occur for any reason in this paragraph contained, the Board of Directors may by resolution fill the vacancy with an individual member in good standing, if the next election period is not within ninety days; otherwise such vacancy shall be filled at the next annual election. If there is not a quorum of Directors in office at the date a vacancy occurs, the remaining Directors shall call an election of the Members from the Province or Territory where the vacancy exists to fill the vacancy.

CHANGES:

Page 3

- (iv) If at a special general meeting of members from the Province or Territory represented by a Director a resolution is passed by three-quarters of the members present at the meeting that she be removed from office.
- (v) On death;

provided that if any vacancy shall occur for any reason in this paragraph contained, the Board of Directors may by resolution fill the vacancy with an individual member in good standing or shall call an election of the Members from the Province or Territory where the vacancy exists to fill the vacancy if the next election period is not within ninety days; otherwise such vacancy shall be filled at the next annual election. If there is not a quorum of Directors in office at the date a vacancy occurs, the remaining Directors shall call an election of the members from the Province or Territory where the vacancy exists to fill the vacancy. If a vacancy occurs in the office of President-elect, the Board of Directors shall call an election of the members of the Corporation to fill the vacancy if the next election period is not within ninety days; otherwise such vacancy shall be filled at the next annual election.

Clause 11

Clause 11 governing nominations substitute President-Elect for President.  
Added are the following clauses:

15:01 Not more than one-third of the Provincial and Territorial Directors of the Corporation shall be retired annually. The Provincial and Territorial Directors of the Corporation shall be divided into three groups as follows:

GROUP NUMBER ONE: British Columbia, Saskatchewan, Newfoundland, Quebec.

GROUP NUMBER TWO: Alberta, North West Territories, Prince Edward Island, Ontario.

GROUP NUMBER THREE: Yukon, Manitoba, Nova Scotia, New Brunswick.

15:02 Group Number One shall be elected for a three year term commencing in 1983; Group Number Two shall be elected for a three year term commencing in 1984; Group Number three shall be elected for a three year term commencing in 1985.

15:03 TRANSITIONAL RULES

The Provincial and Territorial Directors elected in the years 1981 and 1982/1983 shall be deemed to have a term of Office expiring as follows:

PREVIOUS BY-LAWS

Clause 20 re composition of Executive Committee.

Clause 20 re composition of Executive Committee.

26. The past President shall be entitled to attend meetings of the Board of Directors and the Executive Committee of the Corporation but shall not be a voting member and may, at the request of the Board of Directors, serve on other committees of the Corporation or carry out other duties as assigned from time to time.

Clause 29 re Meetings of the Corporation

CHANGES:

Group Number One: term expiring at the Annual General meeting in 1983.

Group Number Two: term expiring at the Annual General meeting in 1984.

Group Number Three: term expiring at the annual General meeting in 1985

To Clause 20 re composition of Executive Committee add President-Elect and Past President.

26. The Past President of the Corporation shall assume such duties as are assigned by the Board of Directors or President from time to time and shall retain full voting privileges.

26:01 The President-elect of the Corporation shall assist the President of the Corporation in performing her duties and shall assume such other duties as are assigned from time to time. In the event of a vacancy occurring in the office of the President, the President-elect shall assume the office of the President.

Clause 29 re Meetings of the Corporation change President to President-Elect.

Conseil des ministres de l'Education (Canada)

Council of Ministers of Education, Canada

252 Bloor West, Suite S 500, Toronto, Canada M5S 1V5

Téléphone 416-964-2551 Cable Address: Educan

1982 06 09

*Rec'd - June 10/82*

Ms. Susan McCrae Vander Voet  
Canadian Congress for Learning Opportunities for Women  
692 Coxwell Avenue  
Toronto, Ontario  
M4C 3B6

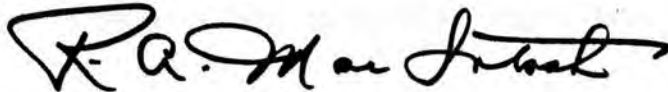
Dear Ms. Vander Voet:

Further to our telephone conversation on June 8, I have enclosed a copy of the Postsecondary Education Conference objectives, set by the Council of Ministers, as well as an outline of the themes and sub-themes. The plan of the conference calls for a plenary session on each main theme with panelists presenting prepared papers (15 minutes each) on the sub-themes. Each plenary session will end with six to ten planned reaction statements (maximum 5 minutes each) from designated individuals and organizations and will be followed by a one hour discussion period in groups of fifty.

There will be four plenary sessions of this sort (4 themes) and the final plenary session, on Friday, October 22, will provide for summary statements on each theme.

Please feel free to call or write if you require more information or wish to indicate what role (e.g. observer or reactor) your organization would like to fill at the conference.

Yours truly,



R. A. MacIntosh  
Conference Coordinator

RAM:gb  
encl.

Council of Ministers of Education  
Conference on Postsecondary Education Issues  
in Canada for the 1980s

Objectives

- to review recent trends in the development of systems of postsecondary education in the provinces;
- to discuss major issues confronting the development of postsecondary education over the next decade;
- to consider ways and approaches by which such issues could be effectively addressed having regard to the broader social and economic contexts which are likely to prevail during the 1980's;
- to provide a mechanism to ensure the continuing discussion and review of documentation prepared by the Organization for Economic Cooperation and Development (OECD) on the subject of postsecondary education in the eighties and to relate this documentation to current and future developments within Canada;
- to concentrate the deliberations on the following four themes:
  1. Access to higher education
  2. Changing relationships between higher education and working life
  3. Patterns of Governance
  4. Financing and redeployment of resources.

Responsibility for Planning and Organization of the Conference

- A regionally representative Steering Committee of provincial officials, reporting to the Executive Committee of the Council, will be responsible for the planning and organization of the conference.

- A Conference Planning Advisory Committee will also be formed to provide input to the Steering Committee on matters pertaining to the structure and organization of the conference.
- The budget and the necessary allocation of financial resources associated with this Council activity will be subject to approval by the Executive Committee.
- The secretariat will engage a full time consultant in order to provide the necessary administrative support for this project.

#### Composition of the Steering Committee

The Steering Committee will be composed of representatives appointed on a regional basis by the ministers responsible for postsecondary education. The Steering Committee will also include the executive director or his designate.

The Council chairman will name a chairman for the Steering Committee.

#### Composition of the Conference Planning Advisory Committee

The Advisory Committee will include representation from the major national organizations with interest in postsecondary education as well as members at large selected by the Steering Committee.

The Council chairman will name a chairman for the Conference Planning Advisory Committee.

#### Mandate of the Steering Committee

Subject to the approval of the Executive Committee of the Council, the Steering Committee will determine the most appropriate means and organization to achieve the objectives as outlined.

#### Mandate of the Conference Planning Advisory Committee

To develop recommendations for the consideration of the Steering Committee pertaining to the structure and organization of the conference.



The four themes will be broken up for discussion into sub-themes as follows:

Access to Postsecondary Education

- i) Barriers to access (e.g. sex, geography, socio-economics).
- ii) To whom should postsecondary education be available? (any restrictions such as competence?).
- iii) What kind of postsecondary education should be available (broad general or specific) ?

Changing Relationships between Postsecondary Education and Working Life

- i) The employer's perception of his role, responsibility and needs in postsecondary education.
- ii) The trainer-educator's perception of his responsibilities and problems in postsecondary education.
- iii) The student's perception of his needs and responsibilities in postsecondary education.

Patterns of Governance

- i) Government and the autonomy of institutions.
- ii) The role of inter-bodies (such as grants commissions and advisory bodies).
- iii) Governance of institutions (including boards, senates and administration).

Financing and Redeployment of Resources

- i) Fiscal capacity and public priorities for postsecondary education.
- ii) Alternative sources of funds (e.g. industry, fees, endowments).
- iii) Management and deployment of resources.

MINUTES OF C.C.L.O.W. BOARD BUSINESS MEETING

June 24, 1982

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PRESENT: Lieba Aranoff, Lisa Avedon, Lori Belovich, Martha Colquhoun, Janet Eaton, Pam Evans, Claudette Everitt, Ellen King, Mairi Macdonald, Susan McCrae Vander Voet, Dorothy Morris, Greta Nemiroff, Heather Orford, Bette Pié, Lenore Rogers, Sue Smee, Sandy Susut, Audrey Swail.

ABSENT: Joan Brown-Hicks, Diana Ironside, Stephanie Squires

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
<u>April Board Meeting Minutes-</u> Pam Evan's name was omitted and will be added. Dorothy moved and Sue seconded that the minutes be adopted as read. Carried.			
<u>April Executive Meeting Minutes-</u> Mairi moved and Lenore seconded that the minutes be adopted as read. Carried.			
<u>BAB 1 - Social Issues Report -</u>			
Dorothy's Report:			
Committee Members are Dorothy Morris, chairperson, Bette Pié (Ont. Man.), Sue Smee, (Sask. Alta), Claudette Everitt, B.C., Yukon, N.W.T.) Therese Melanson, (N.B. , Que.). The committee as such did not have a chance to meet due to lack of time. Dorothy submitted four proposals to be considered as possible guidelines other than the committee's decided aims.			
1) Support of B.C.Women's Access Centres whose funding is in jeopardy.			
2) Hearings will be held across Canada on Joan Wallace's task force investigating part-time work. Since the bulk of part-time			

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
jobs are held by women this issue is significant for CLOW. Local CLOW networks may want to present briefs or contact other interested organizations and encourage them to present briefs.	BRIEF PRES.		
3) Educational seminars on sexual harassment would be extremely beneficial in educating women about the issue as well as to their rights.			
4) An issue that still needs a lot of work is sex role stereotyping in the school system. CLOW may want to develop an in-service training package for use by provincial CLOW networks in cooperation with provincial teachers' federations. A national brief could be presented to the Canadian Teachers' Federation, The Education Minister's C'tee. etc.			
Claudette reported that she met with the Minister of Education in B.C. and was assured that money would go to the B.C. Women's <sup>Access</sup> Centres. However, since that time three centres have closed. Recommended by Claudette that CLOW send letters supporting funding for the centres to the B.C. Minister of Education and individual colleges in B.C. Agreed.	Send letters to B.C. Minister of Education and school boards in support of funding for Women's Access Centres.	Susan	July
Dorothy Moved and Martha seconded that her report be accepted. Mairi commended Dorothy on an excellent report. Carried.	Claudette will provide the national office with lists of appropriate colleges and the ministry.	Claudette	July

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
<u>BAB2 Nominating Committee Report</u>  Moved by Sue Smee and seconded by Dorothy Morris that the chairperson of the nominating committee, presently Mairi, has the authority to appoint yearly, a board member of her choice to the committee (preferably from her area). The committee will have not less than 2 or more than 7 members. Mairi suggested that Joan Brown-Hicks may be willing to serve on the c'tee again.	Chair of Nominating C'tee appoint a member for 1982/83.	Mairi	For the 1982-83 fiscal year.
BAB 3 postponed until later on the agenda.			
<u>BAE 1 Research on Education Issues</u>  <u>Martha's report -</u> Heather Henderson, of Winnipeg, was hired to collect and assess information on the proposed changes to the National Training Act. Unfortunately, Heather received very little information from Lloyd Axworthy's office (Minister of Employment and Immigration). She was unable to get copies of the Act and as well experienced considerable delay in receiving requested information from them.  Martha distributed copies of Heather's draft report to Board members.  <del>Sue Smee reported that Sask. CLOW has hired a summer student who is doing work on the N.T.A.</del>			
<u>Susan's report -</u> On June 17th, with 36 hours notice, Susan and Heather presented a CLOW position paper on the N.T.A. to a Parliamentary C'tee in Ottawa. CLOW was not invited to make a proposal.			

*need to get the info from Sue*

CLOW BOARD M'TG MINUTES  
JUNE 24, 1982

ITEM

ACTION REQUIRED

BY WHOM

FOR (DATE)

but Susan was made aware of it by an MP. The report highlights statistical information about women, issues the Act does not address and recommendations.

Susan pointed out that our reports' interpretations of Clause 4(1)(A) differs from the way that the clause will be interpreted in the administrative regulations. It should therefore not provide a block for women accessing training. The report pointed out that the Act and the Program offer very little for women.

Martha moved and Bette seconded that:

- 1) Heather's report on the N.T.A. be approved, that Susan's report on her presentation be approved, (and after considerable discussion),
- 2) an Action Plan Committee composed of Lisa, Susan, and Claudette be formed to draw up plans for action on the provincial and national levels re. the N.T.A.

Carried.

Recommendations for the Action Plan C'tee

- recommended by Martha that a format be prepared for follow-up by provincial directors. It was generally agreed that it is reprehensible that CLOW and other women's groups were not invited to make any proposals before the Parliamentary C'tee.


Follow-up action be planned.

Action Plan C'tee:  
Lisa, Susan, Claudette

Prepare format for Provincial Directors.

Action Plan C'tee:  
Lisa, Susan, Claudette

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
- Recommended by Lenore that CLOW send a letter reminding them that were not notified. Agreed that our correspondence with them will have a positive tone and yet firmly state our specific concerns.	Write Parliamentary C'tee re. their lack of concern for women's groups'input into N.T.A.	Lenore	near future
- Recommended by Lenore that prov. directors contact their MPs and inform them of our concerns.	Contact MPs	Provincial Directors	near future
- Recommended by Claudette that we work at a provincial as well as a federal level on this issue.			
Agreed.			
<u>BAE 2 - Education Minister's Conference</u>			
<u>Susan's report:</u> CLOW has been invited to send one delegate to the Education Minister's Conference, Oct. 19-22,1982 in Toronto at the Skyline Hotel.			
Recommended by Lenore that it is possible to attend the conference as a representative of a regional/local group.	try to attend as delegate from local/prov. group	CLOW members/directors	Education Minister' Conference, Oct./82
<u>Moved by Mairi and seconded by Ellen that each provincial director will contact their Education Minister stressing CLOW participation at the conference. It is recommended that director's request copies of the agenda from the Minister's office. Our delegate(s) can circulate CLOW position papers.</u>	Contact prov. Education Ministers	Every Prov. Director.	near future



<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
BAB 3 - <u>Bilingual Committee</u>			
Greta reported on her attendance at the meeting of the Action-Education des Femmes in Montreal in April 23, 1982 as a liason from CLOW. AEF, formerly the Francophone Caucus/Committee of CLOW is now funded independently by Secretary of State and is operating as a separate organization. The women of AEF feel very strong ties with CLOW and suggest that we maintain a relationship.			
Greta moved and Martha seconded that:			
1) a letter of good-will be sent to AEF expressing our good wishes.			
2) we agree to AEF's suggestion that connections be maintained at the national level by the co-ordinators and on the provincial levels between the provincial "directors". These connections would mainly be for the purpose of mutual information and possible cooperation on issues of importance to both organizations. It would be beneficial to all concerned that we continue to publicize one another's presence and projects.			
3) CLOW keep our own bilingual capacity			
Carried.			
Recommended by Susan that CLOW request a list of their provincial directors in order to maintain contacts as agreed. We will forward our list of Board members and prov. directors. Agreed.	Write AEF requesting list of their directors and send them our list.	National office	near future

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
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President's Report

Lenore, Sue, and Dorothy met with Micheline Charlebois, Director, Women's Programme, Secretary of State and had a useful discussion.

Lenore met with Doris Anderson, President of NAC, during her visit to Regina.

As well CLOW in Sask. has been busy with networking and planning the micro-tech conference to be held in Sask. in the fall.

Lenore visited Sandy in Edmonton to discuss Alta. networking.

Letters were sent to the House of Commons in response to the MPs laughter at the report on wife-battering.

Judy Erola has been contacted regarding funding for research and letters of support have been sent for the stamp comemmorating Therese Casgrain.

Coordinator's Report

A great deal of time has been spent lobbying Secretary of State for funds. We have a loan now, but as yet no funds. We have received assurances that we will receive it.

Our first audit has taken place.

Work on the Micro-tech Conference has taken a great deal of time.



CCLOW BOARD M'TG MINUTES  
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<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
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As reported Susan and Heather drafted a CCLOW proposal and presented it to the Parliamentary Committee on the National Training Act in Ottawa this month.

Work on the Skills Bank has begun - a new brochure will be printed soon.

Contacts and correspondence with the provinces has been substantial

A Newsletter Committee has been formed.

Treasurer's Report

Lisa reported that we are now over our budget mainly because we budgeted for part-time secretarial help and did not anticipate a full-time position.

Postage costs have risen because of the increases in rates.

Our telephone bill is higher than anticipated.

Board meeting costs are high.

It is her concern that by the end of the fiscal year we may be in difficulty. Future networking costs plus the newsletter expenses will add to our 'over-budgeting'.

Suggestions for funding:

Donations. Now that we have a charitable number, donations are tax deductible. CCLOW Board members are encouraged to make donations. We also need to encourage CCLOW members to donate.

CLOW BOARD M'TG MINUTES  
JUNE 24, 1982

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
Provincial Reports - were received from the Yukon, B.C. Alta. Sask, Man. Ont. Quebec, N.B. and P.E.I.			
Janet Eaton presented a very interesting 'Rural networking Report' from Nova Scotia outlining their very effective networking. As well they have good connections with the YWCA, Sec. of State, C.E.I.C., social services, the university and continuing education, adult educators, and women's centres.			
<u>Process Report</u> - Lisa reported that we were 80% effective in keeping on topic as the issues arose. The discussion however, still tends to be repetitious at times. We could continue to limit the amount of time on any issue.			
<u>Committee Reports</u>			
<u>CR1 Newsletter Committee</u> - Susan reported that a Newsletter committee has been formed composed of the staff and CLOW member volunteers. The newsletter will come out 4 times a year and will be 8 1/2 X 11 size.			
<u>Recommendations:</u>			
Lieba suggests that matters of information should be in both languages and that an abstract in the 'other' language precede informational articles.			

ITEM

ACTION REQUIRED

BY WHOM

FOR (DATE)

Recommended that the women's symbol be used.

Lisa suggested that it contain an information section to advertise upcoming conferences, meetings and workshops etc.

Claudette moved and Sandy seconded that we accept Susan's proposal that the Newsletter committee decide the name of the newsletter. Carried.

12b Funding Committee

Mary Corkery was approached re. working on CLOW fund raising, as suggested at the last board meeting. However, she is unable to do it.

Lisa moved and Claudette seconded that the executive look into hiring a professional fundraiser and report to the next Board meeting. Recommended that CLOW establish policy statements and guidelines for any future fundraising. Carried.

Investigate the possibility of using a professional fundraiser and report to the Board.

Executive

next Board meeting

The present efforts shall continue with haste but with caution.

12d Membership Committee

Susan distributed the current membership statistics. After three months into this fiscal year our membership is approximately 200.

Recommendations to increase membership:

- Claudette recommended that the office send out lists of 1981 members who have not renewed, to the provincial directors so they can make contact with these people.

Send prov. directors lists of 1981 members who haven't renewed for 1982.

Lori

July

CLOW BOARD M'TG MINUTES  
JUNE 24, 1982

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
Recommended that the newsletter contain a tear sheet for membership.			
Recommended that provincial directors receive copies of the newsletter for networking purposes.			
Moved by Mairi and seconded by Leiba that each provincial director prepare a one page history of CLOW development in their province to be included in the national CLOW history that Bette is preparing.	Prepare a one page history of CLOW activity in each province and send to national office.	Prov. directors	this summer
<u>12d Skills Bank</u>			
The skills bank committee recently received a report from the coordinator, Sema Aksoy. They plan to meet with Sema before the next Board meeting and will prepare a report.	Skills Bank C'tee will meet with Sema, coordinator.		before next board meeting
<u>12e Publicity Report</u>			
Pam has received some lists of publicity sources for provincial directors. When she receives more she will be able to compile them all.	Send Pam lists of publicity sources.	Provincial Direcotrs.	July
<u>13 New Format for Board Meetings</u>			
Lisa moved and Lenore seconded that our next Board meeting be held on Feb. 4th to 6th in Toronto and that the executive will meet in the fall. Carried.			

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
Agreed that the new Board, meeting format will be:			
Fri: Evening - Social			
Sat.: A.M. - Board Mtg.			
Afternoon - C'tee Reports - Board Mtg.			
Evening - Provincial reports			
Sun. A.M. - Board Mtg.			
Aft. - Board Mtg.			
Eve. - Executive Mtg.			

NB2 Report on the National Women's Conference in Vancouver

Dorothy, who attended on behalf of CLOW, reported that the conference was very well organized with 100 - 150 delegates attending. A complete package of the conference proceedings will be sent to Dorothy who will forward it to CLOW national office. Anyone wanting a copy can contact the office. Also, anyone wishing a copy of Dorothy's 12 page report on the conference can obtain it from the national office. Dorothy thanked the Board for affording her the opportunity

Forward copy of conference proceedings to CLOW national office

Dorothy

when available

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
<p>#18 - <u>Human Rights Letter</u></p> <p>Susan reported that CLOW received a letter inviting us to participate in a planning meeting to mark the 35th anniversary of the Universal Declaration of Human Rights. The meeting is planned for Sat. September 25, 1982 from 9 a.m. to 5 p.m. at the Skyline Hotel in Ottawa.</p> <p>Material giving more background information was enclosed.</p> <p>Mairi moved and Ellen seconded that CLOW send a person (to be named later) to become involved with the planning.</p> <p>Recommended that our representative focus on women. Referred to the Mini-executive to choose a person. Funding has to be considered before we can choose a delegate. Carried.</p>	<p>Considering funding, choose a CLOW member to become a delegate to the committee.</p>	<p>Mini-executive</p>	<p>July</p>
<p>#19 <u>CRIAW Board Meeting Report</u></p> <p>Dorothy reported on her attendance at the CRIAW Board Meeting. Points of information:</p> <ul style="list-style-type: none"><li>- CRIAW is publishing a booklet on where to apply for funding will be available from them soon: C/O 151 Slater St. , #408 Ottawa, Ont. K1P 5H3</li><li>- CRIAW is collecting names of researchers for a DATA BANK.</li></ul>			

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
to attend a very worthwhile conference.	Forward conference proceedings to CLOW national office	Dorothy	when available
<u>NB3 - Report on Advisory Council Meeting</u>			
Martha attended on behalf of CLOW and reported to the Board. Lisa moved and Sue seconded that Lenore and Martha draft a letter to the Canadian Advisory Council.	Draft letter to send to Canadian Advisory Council	Lenore and Martha	July
<u>NB4 - P.E.I. Director</u>			
Dorothy Morris resigned her position as P.E.I. Director in order to assume her duties as President-elect. Dorothy moved and Sue seconded that Heather Orford be appointed as the new P.E.I. Director. Carried.			
<u>#17 NB5 - Relationship to CAAE</u>			
See agenda worksheet - NB5 Our relationship with CAAE was discussed. A committee composed of: Greta, Claudette, Sandy, Dorothy, and Lenore was formed to deal with it.			

<u>ITEM</u>	<u>ACTION REQUIRED</u>	<u>BY WHOM</u>	<u>FOR (DATE)</u>
- the '82 CRIAW conference will be held in Ottawa on Nov. 19-21st, Skyline Hotel, on "Sexism in Research & its Policy Implications" Guidelines on non-sexist research will be drawn up and given to funding organizations as a guideline.			
- the 1983 CRIAW conference entitled "Feminism in Action" will be held in Vancouver in Nov. and will focus on teaching and learning for women.			
20.	Award Nomination for the Status of Women 'Person's'/ Please let Susan know of appropriate nominations within CLOW.		
21.	<u>Annual Meeting Agenda</u>  An agenda was drawn up.		

Process Report - we had good, more focused discussions. The new board format may help focus for committee reports.



MINUTES of CLOW ANNUAL MEETING

June 24, 1982

Carlton University, Ottawa

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Present: Lenore Rogers, Chairperson, Leiba Aronoff, Lisa Avedon, Lori Belovich, Grace Brown, Heather Brown, Bea Clark, Martha Colquhoun, Janet Eaton, Anne Marie Earle, Pam Evans, Claudette Everitt, Linda Fischer, Alva Jangula, Ellen King, Mairi Macdonald, Susan McCrae Vander Voet, Sheila McFadzean, Lil McIlwain, Dorothy Morris, Greta Nemiroff, Heather Orford, Carmen Paquette, Bette Pié, Linda Roberts, Sue Smee, Sandy Susut, Audrey Swail, Pat Webb, Marianne Williams, Margot Young.

1. Welcome and President's Report - Lenore Rogers

Following Lenore's welcome to the members each person briefly introduced herself. There were 31 members present. Lenore gave an interesting account of her many activities across Canada as President of CLOW. Of special interest was her trip to Europe as part of a delegation of women. Their group was the first women's group to tour the NATO Headquarters (SHAPE) in Belgium.

2. Treasurer's /Auditor's Report - Lisa Avedon

Lisa, CLOW treasurer, delivered the financial report. Barbara Gory was employed as auditor.

3. Coordinator's Report - Susan Vander Voet

Susan outlined her varied activities as coordinator. In June, on short notice, Susan and Heather Henderson presented a CLOW position paper on the National Training Act to a Parliamentary Committee in Ottawa. More recently, a great deal of her time has been spent on work for the Micro-Tech Conference in Ottawa.

We now have a national office at 692 Coxell Avenue plus two other staff people: Lori Belovich, secretary, and Sema Aksoy, Skills Bank Coordinator. A welcome was extended to CLOW members to visit the office.

4. Committee Reports

Membership Committee - Joan Brown-Hicks, Coordinator

Susan Vander Voet reported for Joan who was unable to attend the meeting. To date, we have 200 members since the beginning the 1982 fiscal year, which is May 1st. New memberships are received daily at the office.

Skills Bank Committee - Leiba Aranoff, Coordinator

Leiba reported on the present stage of development of the Skill Bank. A brochure will be printed this summer and we are investigating the possibility of computerizing the system. A Resource Centre is being organized in the office.

Publicity Committee - Pam Evans, Coordinator

Pam Evans reported that she is compiling a list of publicity resources from across Canada. Any additions are most welcome. Write Pam at: 39 Bell Crescent, Whitehorse, Yukon Territory, Y1A 4T4.

Social Issues Committee - Dorothy Morris, Coordinator

Dorothy reported on the progress on the committee. She outlined four areas of concern for CLOW: 1) support of B. C. Women's Access Centres whose funding is in jeopardy, 2) the hearings to be held across Canada on Joan Wallace's task force investigating part-time work, 3) educational seminars on sexual harassment and 4) sex-role stereotyping in the school system.

Newsletter Committee - Susan Vander Voet announced that a newsletter committee has been formed to upgrade the newsletter. The first issue will be out in Sept. Please submit any articles or announcements one month before publication dates which are: Dec. 1st, March 1st, and June 1st.

Nominating Committee - Mairi Macdonald reported that a committee has been formed this year. The Nominating Committee will be made up of the Past-President and one assistant; a member from her area. Lenore Rogers, our President, has agreed to remain as president for one more year. Dorothy Morris, former Director of CLOW in P.E.I., will assume duties as President-Elect.

Lenore introduced each Provincial Director.

5. By-law Amendments

Copies of proposals to amend the by-laws were mailed to members earlier in the year. Moved by Sheila McFadzean and seconded by Ava Jangula that the changes to the by-laws be accepted. Carried.

6. Assets

Sue moved and Leiba Aranoff seconded that we transfer CLOW assets from an "unincorporated" association to an "incorporated" association. Carried.

Lisa Avedon moved and Pat Webb seconded that we appoint Barbara Gory as auditor for the coming year. Carried.

Moved by Lisa Avedon and seconded by Leiba Aranoff that the meeting be adjourned. Carried.

## CLOW

## INCOME &amp; EXPENDITURES

April, 1982 to June 30th, 1982

Expenditures

<u>ITEM</u>	<u>JUNE</u>	<u>TO DATE</u>	<u>BUDGET TO DATE</u>	<u>OVER/UNDER</u>	<u>YEAR BUDGET</u>
<u>Fees for Service</u>					
Co-ordinator Fees	2,380.00	7,040.00	7,140.00	U 100.00	28,560.00
Secretarial Fees	1,298.96	4,080.23	4,053.00	O 27.23	16,210.00
Bookkeeping	-	15.00	270.00	I 255.00	1,080.00
Research	1,500.00	1,500.00	-	O 1,500.00	-
Translation	69.75	303.75	500.00	U 196.25	2,000.00
Sub-totals	5,248.71	12,938.98	11,963.00	O 975.98	47,850.00
Newsletter	-	-	975.00	975.00	3,900.00
<u>Office</u>					
Supplies and miscellaneous	442.33	925.25	300.00	625.25	1,200.00
Printing, Xeroxing	411.26	1,298.98	1,350.00	51.02	5,400.00
Postage	227.29	1,208.61	600.00	608.61	2,400.00
Rent	300.00	1,500.00	1,200.00	300.00	4,800.00
Telephone	548.32	1,157.71	875.00	282.71	3,500.00
Sub-totals	1,929.20	6,090.55	4,325.00	1,765.55	17,300.00
<u>Board Expenditures</u>					
Board Meetings	1,686.21	8,462.70	3,750.00	4,712.70	15,000.00
Executive Travel & Meetings	92.90	1,046.47	1,000.00	46.47	4,000.00
Committee Travel & Meetings	293.75	293.75	500.00	206.25	2,000.00
Sub-totals	2,072.86	9,802.92	5,250.00	4,552.92	21,000.00
<u>Networking</u>					
Provincial	1,000.00	1,070.20	3,375.00	2,304.80	13,500.00
Travel-President & Co-ordinator	-	277.81	1,250.00	972.19	5,000.00
Sub-totals	1,000.00	1,348.01	4,625.00	3,276.99	18,500.00
<u>Skills Bank</u>					
Fees	430.00	1,290.00	2,500.00	121.00	10,000.00
Other	43.72	145.87	500.00	354.13	2,000.00
Sub-totals	473.72	1,435.87	3,000.00	1,564.13	12,000.00
<u>Micro Tech</u>					
Planning	-	-	465.00	465.00	1,860.00
Conference	1,171.65	1,171.65	-	1,171.65	-
Pre-Conference Activity	-	850.00	375.00	475.00	1,500.00
Sub-Totals	1,171.65	2,021.65	840.00	1,181.65	3,360.00
TOTALS	11,896.14	33,637.98	30,978.00	2,659.98	123,910.00

INCOME:

	<u>Received to Date</u>	<u>Committed For Year</u>	<u>Balance Receivable</u>
March 31 Balance	8,882.86	8,882.86	-
Membership	1,966.00	6,000.00	4,034.00
Publications	216.50	1,500.00	1,283.50
Interest Earned	-	-	-
Grant-Sec. of State	-	90,000.00	90,000.00
Foundations	-	12,000.00	12,000.00
Donations	260.00	2,000.00	1,740.00
Grants Other	-	5,000.00	5,000.00
TOTAL:	11,325.36	125,382.86	114,057.50