



Ontario Heritage Fair Association Meeting Minutes 2022/23

Type of Meeting: AGM

Date: October 29, 2022

Time: 10 a.m. – 12 noon Location: Zoom Call

Attendees: Rose Fine-Meyer, Liz Kerr, Wayne Hugli, Caroline McBrine, Carol White, Elizabeth Price, Kerby Waud, Jacinthe Caron, Hugh Barnett, Enza MacEachern, Heather Montague, Amy Parks, Al Hux, Laura Bebee, Bryce Honsinger, Michael Snow, Hilary Kingsley, Keethai Tharmaseelan, Janet Lee, Erin Dempsey

ITEM	DISCUSSION	DECISION TAKEN/ACTION REQUIRED
Call to Order/Welcome	Rose welcomed everyone to the meeting and thanked everyone for all their work. She made special mention of the OHFA Executive and Board Members, partners, and sponsors. New participants were invited to introduce themselves.	
	Annual Business Items	
Approval of 2021 AGM Minutes	Motion # 1: "That the minutes of the 2021 AGM be approved as written." Moved by: Rose Fine-Meyer Seconded by: Liz Kerr	Decision: Motion carried
Annual Report	Motion # 2: "That the Annual Report for 2021/22 be approved as written." Moved by: Jacinthe Caron Seconded by: Allan Hux	Decision: Motion carried
Board of Directors	Motion # 3: "That the Board of Directors for 2022/23 be approved as presented by the nominating committee with a committee formed ad hoc following through to fill openings." Moved by: Liz Kerr Seconded by: Hugh Barnett	Decision: Motion carried
Treasurer's Reports	Motion:# 4: "That the Annual Financial Report 2021/2022 as prepared by our auditor be accepted as written." Moved by: Wayne Hugli Seconded by: Caroline McBrine	Decision: Motion carried



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	<ul style="list-style-type: none"> - Hold a fair (in-person, virtual or hybrid) in 2023 - Have a dedicated fair bank account or budget line and commit to standard Canadian accounting practices - Pay their membership fee to OHFA by the end of November - Honour sponsorship of Canada’s History and OPG in the form of a special prize honouring their sponsors, acknowledging the sponsorship at Fair events, and providing thank you tributes for the sponsors (e.g., photos, student thank you emails/cards, etc.) - Complete and submit a short on-line report sharing the following data: <ul style="list-style-type: none"> ▪ # of schools and classes participating at the school level and the regional fair level ▪ # of students participating at both school and regional fair level ▪ # of research projects completed at the school level ▪ # of research projects adjudicated at the regional level ▪ # of workshops or special activities included as part of the fair experience at the school or regional level ▪ # of volunteers at the school and regional levels <p>*The reporting data required may change slightly once CH holds its national meeting, but the items indicated will be included.</p> <p>**A composite report is shared with our major sponsors and partners and highlighted in the OHFA Annual Report.</p> <p>Motion: that Regional Fairs must commit to holding a Regional Fair in 2023 by the end of January. Moved by: Kerby Seconded by: Enza</p>	<p>OHFA by February 17th.</p> <p>Money will be distributed to Regional Fairs as soon as OHFA Board approves amounts.</p> <p>Request for funds (up to \$200) for promotion may be submitted to Carol at any time.</p> <p>Decision: Motion carried</p>
<p>Provincial Fair Celebrations (Locations,</p>	<ul style="list-style-type: none"> • Instead of one centrally located Provincial Fair, OHFA is looking at three Celebrations (North, East, Central) <p>Rational:</p> <ul style="list-style-type: none"> ○ Transportation Costs 	<p>Action Items:</p> <p>Each Regional Fair should discuss with</p>



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<p>Dates, Funding) (Caroline)</p>	<ul style="list-style-type: none"> ○ Overnight accommodation – OHFA not comfortable with overnight yet ● Dates: <ul style="list-style-type: none"> ○ Host site will determine the day in collaboration with other fair coordinators in their designated area ○ The three Celebrations do not need to be on the same date but should occur between June 2 and June 11, 2023 ● Locations: <ul style="list-style-type: none"> ○ Regional Fairs in each designated geographical region in collaboration with designated OHFA Board member will determine location based the fairs interested in hosting ● Programming: <ul style="list-style-type: none"> ○ Host site will determine the programming for the day in collaboration with designated OHFA Board member ○ Host site and designated OHFA Board member will determine # of participants per Regional Fair ○ Host site will book venue and programming activities ○ Host site will provide local volunteers, if needed, to help make the day run smoothly ● Funding: <ul style="list-style-type: none"> ○ OHFA has funds available from Ontario Power Generation and Canada’s History for the Celebrations ○ Host site will prepare a budget and their designated OHFA Board member will seek approval from the OHFA Board ○ OHFA will determine amount of funding based on number of participants, number of Regional Fairs in the geographical region, budget requirements 	<p>their local committees their interest in being a host and if interested should contact OHFA at help@ohfa.ca or Carol at cwhite@kingston.net as soon as possible but no later than the end of November.</p> <p>There will be a zoom call in November for anyone interested in learning more about hosting responsibilities and discussing the format of this year’s celebrations.</p>
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	<ul style="list-style-type: none"> ○ Payment can be made for approved budget items, if requested in time, for direct payment from OHFA or paid locally and receipts sent to OHFA Treasurer for reimbursement. 	
<p>Awards 2023 (Liz)</p>	<p>Currently OHFA gives out 11 Provincial Awards from seven Ontario Partners and OHFA to each Regional Fair – The program has not been reviewed in quite a while – Is the program still valuable? Should changes be made? Any suggestions from partners and coordinators welcomed</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> - Heather still has her prize from 2001 - Bryce shared how students wear their medals around the school - Kerby shared how much students love the recognition - Elizabeth says MHSO welcomes suggestions for awards *Note that several participants mentioned what a good book, <i>Enemy Aliens</i>, is. - Liz mentioned that some Ontario partners would like to discuss more ways they can be involved with the fairs. e.g., Ontario Archives offers workshops at fairs; others have done so in the past as well <p>**It was not mentioned at this meeting, but it should be noted that the “Executive Award” honouring the teacher and his/her class with the most positive participation at each Regional Fair will be continued for 2023. (Approved by OHFA Board at last Board meeting)</p>	<p>Action Item:</p> <p>A special meeting of Ontario Partners will be set to further discuss the award program and get further partner input.</p>
<p>Professional Development (Hugh, Rose, Janet)</p>	<p>Framing Our Past 2.0: Teacher-Ready Materials in English & French</p> <p><i>Framing Our Past: Canadian Women’s History</i> book explores gendered experiences & has been used in many schools. Composed of more than 80 short articles, all grounded</p>	



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	<p>in primary archival documents, the collection offers easily decoded interpretations of Canadian women’s history & culture.</p> <p>The new lessons focus on the 6 book themes. Teacher-ready materials provide lessons based on these themes that will allow teachers & students to explore under-explored women’s history stories. The lessons will be posted on a designed website in 2023.</p> <p>Rose Fine-Meyer introduced the materials and Janet Lee gave details of one of the lessons. It was pointed out that although the lesson presented was mainly for high school, a separate lesson will be available for elementary and other lessons will be developed for elementary as well. Anyone interested in receiving the lessons when available should contact Rose.</p> <p>Flip – A Teaching Tool https://info.flip.com/</p> <p>Flip is a video discussion app, free from Microsoft, where people can connect in safe, small groups to share videos and other materials and learn together. Hugh introduced how he uses the program in his class and shared some of the project results produced by his students. If you have any questions, you can contact Hugh at Hugh Barnett <wmhughbarnett@gmail.com></p>	
<p>Regional Fairs Discussion (Rose et al)</p>	<p>Some Suggestions for Promotion Funding Applications of 2023 Fairs</p> <ul style="list-style-type: none"> - Make power points from past available to coordinators for distribution to teachers (May need some updating and will not need funding) - PD Session for Interested teachers (Could be in-person or online) – could apply to OHFA for snacks, printing, other costs including handouts, etc. - Pre-Fair Workshop – virtual or online e.g., involving museum(s) showing what they have available to help students with their research, sharing how artifacts and other museum primary and secondary sources may be used to help tell the students’ stories, etc. - Supply Teacher or honourarium funding if needed for school presentations 	<p>Action Items:</p> <p>OHFA will review current power points and update if needed. Laura will post on website.</p> <p>Rose will produce a document sharing topics that suit the</p>



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	<p>- Alumni Student(s) presentations in classroom</p> <p>Other Items:</p> <ul style="list-style-type: none"> ▪ Need to find indigenous voice for OHFA Board to replace previous Board Member ▪ If anyone has excellent resources for teachers that should be shared in upcoming Newsletters let Carol know ▪ Canada’s History will no longer hold the Kayak Illustrated Story Contest. A new contest, that is more closely connected to the Kayak magazine, will be in place soon. ▪ Rose spoke about the partnership OHFA has formed with Nipissing University. Two education students will work with Rose to produce resources for teaching the inquiry process. ▪ Canada’s History has produced an excellent publication produced as part of its “Our Stories Our Voices” initiative called “What’s the Story?”. The publication and the lessons in the accompanying teachers’ guide are available in English and French and guide the students through the entire inquiry process. 	<p>curriculum at each grade level 4 – 8.</p> <p>OHFA will review promotion funding requests as soon as they are received for a quick turnaround.</p>
<p>Adjournment</p>	<p>Rose again thanked all our participants and presenters. Meeting adjourned at 11:57 a.m.</p>	