

**SATW Canadian Chapter Executive  
Meeting Minutes**  
May 11, 2021 12 pm EDT

**Location:** Virtual

**In attendance:**

Maureen Littlejohn (Chair)  
Martha Chapman (First Vice Chair)  
Nicola Blazier (Second Vice Chair)  
Gillian Hall (Treasurer)  
Carolyn Ray (Secretary)  
Linda Barnard (Active at Large)  
Sharon Mendelaoui (Active at Large)  
Angela Anderson (Associate at Large)

**Regets**

Heather Kirk (Associate at Large)  
Anna Hobbs (Past Chair)

**Agenda**

<p><b>1. Call to order (ML)</b> Meeting called to order at 12:10 pm</p>
<p><b>2. Approval of minutes (from April 2020 meeting)</b></p> <ul style="list-style-type: none"><li>• <b>ML</b> moves to approve</li><li>• <b>NB</b> seconds</li></ul> <p><u>Action Items:</u></p> <ul style="list-style-type: none"><li>• <b>CR</b> post March minutes on SATW Canada member website once approved.</li></ul>
<p><b>3. Chair's Comments (ML)</b></p> <ul style="list-style-type: none"><li>• Truly values these meetings to stay in touch in these times</li></ul> <p><u>Action Items:</u></p> <ul style="list-style-type: none"><li>• NA</li></ul>
<p><b>4. Business</b></p> <p><b>a. PD Update (MC)</b></p> <ul style="list-style-type: none"><li>- <b>MC:</b> Discussing Liability Errors and Omission session with Freelance Editors – working on a discount</li><li>• <b>SM</b> contacted Kevin Wagar about doing a session on the “state of social media”; he’s willing to do it, but decision to wait a bit before moving forward.</li><li>• <b>CR:</b> May be involved in possible society-level session on audiences via AH (TBD)</li><li>• <b>GH:</b> Social get together -happy hour planned for June 17, 5 pm ET – Invite Canadians running for election (ML to give names to GH)</li></ul> <p><u>Action Items:</u></p> <ul style="list-style-type: none"><li>• <b>MC:</b> Promote June 17 event</li></ul>

**b. Treasurer's Report (GH)**

GH: Received bank statement

Action Items:

- NA

**c. Maple Leaf (MC) - week of April 12 issue**

- Deborah Corbeil has agreed to be new editor
- Next issue in July she will work with MC to create

Action Item:

- NA

**d. Membership (NB)**

- ML: Meeting postponed to review our membership proposal – LB has put it up on basecamp for vote (feels positive about it)

Action Items:

- **NB:** Send out campaign once approved – will run by committee first

**e. Awards (AA)**

- **AA:** Closed; received 114 story submissions; 45 total photos – 159 entries over 130 last year
- Judges are reviewing by June 18 to send back to coordinators
- Winners informed in August, Announcement in September

Action Items:

- N/A

**f. Sites (AH/ML)**

- Exploring venues for future chapter meetings

Action Items:

- AH/ML: Keep eye on things to see when we can plan regional events

**Other items**

**Membership survey:**

- ML: Considering member survey at appropriate time, topics: benefits, etc but will wait until there is a new executive team / urgency

**Facebook pages**

- ML: Would having a chapter one help communication and awareness? Decision not to move forward right now; use existing channels more effectively

**Possible PD Topics**

CR: Canadian Travel Insurance -Possible PD session later?

LB: Positivity and mental Health

LB: [Gurdeep Pandher](#) - positivity and mental health (Yukon)

**6. Next meeting**

- Next meeting June 10, 12 pm ET

Action items:

- CR put April minutes on member-only website
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**7. Adjournment** at 1:00 pm