



**Canadian Writing Centres Association/  
Association Canadienne des Centres de Rédaction**

**Minutes of the 6th Annual General Meeting  
31 May 2013 4:00pm PDT  
University of Victoria (Hickman 105)**

**1. Welcome**

The meeting was called to order at 4:16pm PDT with Brian as Chair. Brian warmly welcomed everyone. He noted the decision at last year's AGM for the CWCA/ACCR to separate from STLHE due to its needs not being met, and the successful year that has led to the conference and this year's AGM.

**2. Adoption of the June 20, 2012 Minutes of the 5th Annual General Meeting**

Moved by Liv to accept the Minutes, seconded, and carried.

Brian thanked the executive and briefly reviewed items from the Chair's Annual Report: Linda McCloud-Bondoc's leaving the executive and Ginny Ryan's and Theresa Bell's stepping down; the CWCA/ACCR's incorporation, another important step for the Association (for which Brian thanked Miriam for all of her hard work); the CWCA/ACCR's new website, Facebook page, and Twitter account, an important part of the Association's communications going forward; and progress on and the forthcoming establishment of the Georgia Lyons Award.

**3. Treasurer's Report**

Miriam noted that the Association should walk away from the conference with approximately \$1,000 of seed money, that all of the conference keynotes' books were sold, and that the CWCA/ACCR now has a PayPal account.

**4. Business Arising**

Brian noted the stripped down constitution on the web, and that Industry Canada is happy with the CWCA/ACCR constitution. He suggested the creation of 3 committees: an Electronic Media Committee, a Constitution Committee to make the constitution more robust, and a 2014 Conference Committee.

Discussion turned to the timing of the CWCA/ACCR annual conference and whether members prefer to hold the conference close to Congress or not. Theresa noted that CASDW may be separating from Congress in the coming year. The CWCA will wait for CASDW's decision on this matter.

Roger proposed that the Chair explore the issue by speaking with CASDW and Inkshed, and that the CWCA/ACCR discuss the date of the conference for next year, with flex given to the executive in making the final decision.

**Action Item #1: Theresa will explore this issue and the discussion will be opened up to the executive and members.**

## 5. New Business

Linda McCloud-Bondoc thanked this year's executive and Brian for his incredibly busy year, noting the momentous year for the CWCA/ACCR (moving from its status as a STLHE Special Interest Group to holding its first annual conference). Linda welcomed Theresa to the Chair's role.

Members briefly discussed the CWCA/ACCR's goal to be a bilingual organization.

Linda inquired about where the web content that was formerly housed on the Community of Practice website has been moved to. Theresa Hyland will contact Theresa Bell about this.

**Action item #2: Theresa Hyland will contact Theresa Bell about where the Community of Practice web content is now that the CoP has shut down.**

A 2014 Conference Committee was struck, made up of the following members: Theresa Hyland (lead), Margie Clow-Bohan, Liv Marken, and Brock MacDonald.

An Electronic Media Committee was struck to look after the Association's media platforms, made up of the following members: Liv Marken, Brian Hotson, and Miriam Unruh.

A Constitution Committee was struck, made up of the following members: Jane Milton, Brian Hotson, Kathy Block, and Catherine Nutting.

## 6. Nominations & Election of Officers

Nominations for Vice-Chair resulted in 2 members' nominations: Lucie Moussou (nominated by Miriam, seconded by Heather Fitzgerald) and Robyn Sutherland (nominated by Margie Clow-Bohan, seconded by Jane Milton).

Members voted by secret ballot, and Robyn Sutherland was acclaimed as Vice-Chair. Motion to destroy the ballots by Brock MacDonald, seconded by Catherine LaVoie; carried.

Lucie Moussou will remain Western Member at large and Francophone Representative.

## 7. Adjournment

Brock MacDonald moved to adjourn, seconded by Miriam Unruh; carried. Meeting adjourned at 5:02pm PDT, with a generous thank you to Laurie (UVIC) and Abby (UVIC).

Respectfully submitted,  
Tammy Byrne