

* * *

THE SEA

By Ethel Kelly

It ain't the sight of it I miss, Land knows!
I'm not the kind to drop my work and sigh,
And lay a dishrag or a duster by
To say "How pretty" to a climbin' rose,
Or "How the light beyond the medder glows!"
Day out and in I didn't even try
To get down to the shore. I dunno why,
I thought 'twould always be there, I suppose.
Now that I've moved into a house in town
With things in plenty to take up my mind,
And all conveniences right at the door,
You wouldn't think my spirits would go down
As if it were a man I'd left behind,
And him and I weren't married any more.

* * *

surplus **there**—causes most of the world's ills. International understanding is a **must**. What a programme could be worked out on this theme!"

Because the institutes have their sixtieth anniversary next year, Mrs. Fitcher suggested they should hold a Diamond Jubilee celebration at the College and a conference could be part of it. She had wondered, too, if provincial conferences could somehow be changed to provincial conventions. With a provincial convention and a national convention which is under consideration for 1957 there could be continuity in Institute work from annual branch and district meetings every Spring, to area conventions every Fall, a provincial convention each year, a national convention every two years and the international or A.C.W.W. convention every three years.

"'Women in the World Picture' could well be a theme around which a stimulating conference could be built," said Mrs. Fitcher. "The influence of women in the four fields of home and family, community, nation and world could be discussed . . . Such a conference would be a good place to line up our organization behind reforms sought by other women's groups. Their top officers could address us and together we could arrive at the solution for some ills, surely. And the women of Ontario speaking with one voice would be a force that no Government dare ignore."

Views From Discussion Groups

To consider problems relating to the secretary's work and the general conducting of Institute business, the over-all chairman, Mrs. Elton Armstrong divided the women into discussion groups under the following leaders: Mrs. R. D. Hendry, Mrs. L. G. Lymburner, Mrs. R. G. Purcell, Mrs. R. C. Moffatt, Mrs. Clarence Hayes, Mrs. Clare Axford, Mrs. W. Heron, Miss Elizabeth Master, Mrs. James Bell. Mrs. Armstrong, after studying the findings of all the groups, brought in a report from which these notes are taken:

The secretary's work which is always more or less exacting may be eased somewhat if

we go at it the right way. Mrs. Armstrong referred to Mrs. MacPhatter's advice that we must never sacrifice friendliness to parliamentary procedure.

If possible the president and the secretary should meet—possibly fifteen minutes before each meeting—and make out an agenda to simplify business and save time in the meetings. Procedure for conducting meetings is given in the Hand Book.

Some branches have found that if they have the programme before the business, people will come to the meetings on time. If a special speaker arrives during the business part of the programme it may be a good idea to break off the business session, have the speaker's address, and continue with the business afterwards.

A secretary signs the minutes of a meeting as soon as she has written them. When she has read the minutes at the next meeting, the president asks the members if the minutes are correct. If any corrections or additions are brought forward the president does not sign the minutes until these corrections have been made and approved.

It has been found advisable, as a general rule to have the office of secretary and treasurer vested in one secretary-treasurer, but where the work is very heavy the office may be divided. It has been found a good plan, especially in a large organization to elect an assistant secretary. An elected assistant secretary may write minutes in the minute book and sign them. A secretary pro tem, one elected to take the minutes at a meeting in the secretary's absence, takes the minutes but gives them to the secretary to enter in the minute book.

The question was raised as to whether a "paid secretary" had a right to vote. The answer was that few, if any, Institute secretaries are paid a salary. They may receive an honorarium, a small contribution in appreciation of their work, but this does not deprive them of the privilege of voting.

A secretary should open a letter as soon as it arrives. If it relates to the work of a convener it should be mailed or given to this convener to consider and present briefly at the next meeting. If it deals with an emergency matter, the secretary answers it at once; otherwise she presents it at the next meeting—if possible in a condensed form to save time. But a letter from the F.W.I.O. President or the Director of Home Economics Extension must be read in full. (Later the Conference and Holiday convener asked that her letters relating to these events also be read in full to prevent misunderstandings such as had occurred in a few instances this year.)

Mrs. Armstrong suggested to the secretaries that before they send an inquiry to the President or the Director, they refer to the Hand Book and their file of Home and Country to see if they cannot find the answer for themselves.