

PUBLIC RELATIONS OFFICERS

Mrs. Harvey Houston

Public Relations Officers, study the duties as listed in the Handbook.

ALL REPORTS MUST BE PREPARED IN TIME TO BE PRESENTED AT ANNUAL MEETING AT LEVEL CONCERNING YOU.

Don't hesitate to contact the party who is breaking the 100% chain, as PRO's we can only be satisfied with top performance.

All reports must have statistics recorded, a written story, so we know more about activities at all levels. Be sure both are signed. Read the forms all carefully, which are provided for your use. Make a working rough copy, consider each item carefully before it is recorded. Such items as honorariums, life memberships, cost of printing, meeting expense, postage, fees etc. are not included. It was never intended to be another balanced treasurer's statement. List items that were used for *public relations only*.

Know the news media in your community, and remember to express appreciation to them, if they have been printing W.I. news, during the year. Mail your report promptly to the *next level only*. (If these go from Branch to Provincial level, they must be returned. Last year I had to return five Branch reports and one District report.)

Secretaries at all levels receive the blue, white and yellow financial forms. If she does not have them contact FWIO Office at Toronto.

At All Levels — Refer to the Home and Country, for the printed annual reports — Winter Issue.

Please use the donations forms provided for you. Send white copy to next level, give secretary the yellow copy, and keep blue one for your own files. Pass along to your successor all reports of previous years, so it will assist her in her performance.

Branch — Mail immediately to your **District PRO** after annual meeting.

District — Mail immediately to your **Area PRO** after the District Annual Meeting.

Area — Mail by October 1st to Mrs. Harvey Houston, P.O. Box 412, Lucknow, Ontario N0G 2H0, Provincial Public Relations Officer.

IMPORTANT — AIM FOR 100% REPORTING AT ALL LEVELS.

FAMILY AND CONSUMER AFFAIRS

Mrs. Harold Blasing

As we near the end of International Women's Year, it is hoped that in some way each of us has contributed to the enhancement of the work of the Women's Institute.

Quotation from a local paper asks "ARE YOU PART OF THE HUMAN RACE, OR JUST A SPECTATOR?" This would make an excellent subject for a panel discussion. It is our hope that the Women's Institute is a very excellent part of the Human Race and definitely not a spectator.

Branch Conveners:

Stress the use of the sub-headings in your report. (Page 67 — Handbook).

Metric studies should continue in all sections of this Convener'ship e.g. recipes; yardage; figure measurements; furnishings; medicines — correct dosage in metric weights and measures.

Inflation being still very much with us, a study of the Federal Government's proposals to curb inflation could be a timely topic. Make up your mind if programme is good or bad, but think deep and get all the facts.

Several Branches could get together to sponsor Public Meetings on where women stand regarding Property Laws. Try to get qualified women speakers as well as men.

District Conveners:

Correspond with your Branch counterpart, they are your Committee, together you might make Family and Consumer Affairs even more meaningful.

Area Conveners:

Don't be a delinquent Area.

RESOLUTIONS

Mrs. Harvey L. Noblitt

In addition to the recommendations I made in my report in Home and Country, Fall, 1975, I would add the following:

1. Some resolutions that came in this year are still not written in the form indicated in the Handbook. Please study the form Page 69 with the "Whereas" set out separately from the "Therefore Be It Resolved".
2. Be sure all resolutions are signed. At the end of your resolutions, after naming the Branch, giving the date, mover and seconder as indicated on Page 69, write:
Branch President
Branch Secretary
Date sustained
District President
District Secretary
Date sustained
Area President
Area Secretary
Date sustained
and the Resolutions Convener should see that these names and dates are filled in at each level.
3. **Branch conveners:** *Keep your original.* Send on only copies.
4. Make your resolutions as simple, direct and concise as possible. No need to use any sophisticated language but, be sure to ask *exactly* what you want in your "Be It Resolved".
5. **District Conveners:** Do send a copy of the resolutions to come up at District Annual to the District President and the Board Director when you are sending copies to the Branches.
6. **Area conveners:** Do send a copy of the resolutions to come up at the Area Convention to your Provincial President, Miss Mc Kercher, and your Board Director when you are sending copies to the Branches.
7. Members are to be commended for the increased amount of research that is being done at all levels. Be sure to forward all research material, or a copy of it, to the next level.