



Important Update Preparations for the BPW Ontario 2025 Conference & AGM

CHECKLIST

As summer approaches, so does our BPW Ontario 2025 Conference and Annual General Meeting. To help ensure a smooth and organized lead-up to the event, the Conference Committee has prepared a helpful Conference Checklist. We encourage you to begin preparations early to avoid any last-minute challenges.

CLUB CREDENTIALS

Complete the BPW Ontario Conference & AGM Credentials Form for delegates, alternates, and proxies by **August 15, 2025**. The club president and secretary are to sign this form. Once completed, please email the form to Carol Kollar, BPW Ontario Credentials Chair, at bc.kollar@outlook.com.

CLUB REPORTS

Please submit your club reports to share during the conference to editor@bpwontario.com and president@bpwontario.com by **August 15, 2025**.

IN-MEMORIAM

Please submit in-memoriam details your club would like to share during the conference to editor@bpwontario.com and membership@bpwontario.com by **August 15, 2025**.

GIFT BASKETS (Valued at \$100)

As part of our tradition, each club is invited to contribute a gift basket (approximately \$100 in value) for our door prize draws. Thank you for continuing this cherished practice! Please contact Barb Hore at barbarahore@rogers.com if you have any questions.

VOTING TRAINING

A separate email with training dates and instructions will be sent closer to the event. Once the Credential Form has been submitted and as the Conference date approaches, delegates, alternates, proxies, and board members will be given the choice of four available voting training dates.

We value your contributions in shaping a successful and engaging BPW Ontario Conference.

All AGM documents and forms are located in the Members' Area.

BPW Ontario 2025 Conference Committee, Sponsorship Club: BPW Brampton Caledon