

March 16, 2026

# Conducting Minute Book Reviews and Solving Minute Book Problems 2026



CHAIR: **Amélie Pelletier, EBS Law**

**May 20, 2026**

**12:00 p.m. to 1:30 p.m.**

**Total CPD Hours = 1 h 15 m Substantive + 15 m Professionalism P**

**Webcast Only  
Law Society of Ontario**

**SKU CLE26-00506**

## **Agenda**

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|--------------------------------|---|
| <b>12:00 p.m. – 12:05 p.m.</b> | <b>Welcome</b><br><br><i>Amélie Pelletier, EBS Law</i>  |
| <b>12:05 p.m. – 12:25 p.m.</b> | <b>A Step-By-Step Guide to Conducting Minute Book Reviews</b><br><br><i>Deanne Henry, Senior Law Clerk, Torys LLP</i> |
| <b>12:25 p.m. – 12:35 p.m.</b> | <b>Director and Officer Changes</b><br><br><i>Deanne Henry, Senior Law Clerk, Torys LLP</i>                           |

**12:35 p.m. – 12:50 p.m.**

**Ethical Responsibilities in Reviewing and Correcting  
Minute Books (15 m )**

*Jordan Dolgin, Dolgin Professional Corporation*

**12:50 p.m. – 1:30 p.m.**

**Minute Book Reviews in Practice: Your Questions  
Answered**

*Jordan Dolgin, Dolgin Professional Corporation*

*Deanne Henry, Senior Law Clerk, Torys LLP*

*Amélie Pelletier, EBS Law*

**1:30 p.m.**

**Program Ends**