

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

MINUTES

MEETING OF THE BOARD OF DIRECTORS

November 11, 2010
OCSBOA Office 10AM

Present:	Board	Title
Michael Gray-President	Durham CDSB	Assistant Super. Of Human Resources
Ian Gauld-Vice President	Windsor-Essex CDSB	Supervisor of Operations
Anne Marie Nicholson	Huron-Perth CDSB	Manager of Assessment & Plant
David Morrissey	Hamilton-Wentworth CDSB	Controller of Plant
Rosemarie McHugh	Wellington CDSB	Manager of Human Resources
Erica Bailey-via teleconference	Kenora CDSB	Superintendent of Adm. Services
Donna Lee Reid	Dufferin-Peel CDSB	Manager Supply Chain
Peter Marchini, Executive Director		
Regrets:		
Angelo Romanoa	Hamilton-Wentworth CDSB	Manager Labour & Employee Relations
Dave Bilenduke	Toronto CDSB	Senior Coordinator Finance

1. **Call To Order**

President Michael Gray called the meeting to order at 10:15AM

2. **Opening Prayer**

Peter provided a prayer to open the meeting – All
Erica Bailey asked that we keep in our prayers a close friend who is ill. Michael Gray asked that we keep in our prayers a colleague who is being treated for cancer.

3. **Approval of Agenda**

MOTION: That the agenda for the Ontario Catholic School Business Officials' Association Board of Directors meeting November 11, 2010 be approved, with the addition of item 6.8 OASBO/OCSBOA Finance Workshop March 3-4, 2011.

MOVED BY: ROSEMARIE MCHUGH SECONDED BY: ANNE MARIE NICHOLSON

CARRIED

4. **Approval of Minutes**

4.1. **Approval of Minutes from October 22, 2010**

MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on October 22, 2010 be approved.

MOVED BY: ANNE MARIE NICHOLSON SECONDED BY: ROSEMARIE MCHUGH

CARRIED

5. **New Business**

5.1. **Committee Report**

5.1.1. **Conference Committee**

5.1.1.1. Location of 2011 Conference

Anne Marie received information from Joyce Mercier on various wine tours that we could book as an event for the 2011 conference. Anne Marie will provide additional information in the upcoming months.

5.2. Executive Directors' Retreat September 8-9, 2011

Peter will provide additional information as it becomes available from Theresa Harris.

5.3. ICE 2010-2011 Meeting Dates

Dave Morrissey will attend the December 6 meeting on Peters' behalf, who will be out of town.

5.4. General Secretaries Executive Directors Meeting-meeting topics

The next meeting of the General Secretaries is scheduled for January 25 2011. Peter will provide additional information as it is received.

5.5. ECODE Conference

Michael Gray attended the ECODE meeting of November 4th. He provided information on the meeting. Theresa Harris thanked OCSBOA for their support.

5.6. Membership Letter

Michael reviewed his letter with the Directors, who provided their input. Michael asked that Peter send the letter to the membership and have it posted on the website.

5.7. OASBO Committee Meeting Dates

The various OASBO committees were reviewed with the Board of Directors. Dave Morrissey suggested that as a P.D. event he is willing to host a tour of St. Mathew Elementary School. This school was built with green features such as solar energy panels, a green roof, as well as a sophisticated heating and cooling system. He also indicated that there are wind turbines in operation at the school. As a follow up Michael Gray asked that a survey of conference attendees be conducted, to solicit their comments/suggestions for P.D. sessions that they would like to see at the 2011 conference. Anne Marie indicated that she would follow-up on this suggestion.

5.8. ACBO Newsletter

The ACBO Newsletter was provided to the Board of Directors as an information item.

5.9. OASBO/OCSBOA Joint Finance Workshop March 3-4, 2011

Peter will email Tracy McLennan to determine what the \$5,000 fee covers and whether our members must pay a registration fee to attend the workshop.

At 11:00AM the Board of Directors broke from their meeting to join the staff and students of St. Marcellinus Catholic Secondary School in observation of Remembrance Day.

6. Executive Directors Reports

6.1. Financial Reports to October 31, 2010

Peter reviewed the Financial Reports to October 31, 2010 with the Board of Directors.

Motion: That the Financial Reports to October 31, 2010 be approved as presented.

Moved By: Rosemarie McHugh

Seconded By: Ian Gauld

Carried

6.2. 2010 Conference Financial Statement-Preliminary Including A/R

Peter reviewed the preliminary financial statement with the Directors, which indicated a surplus of approximately \$9,400. The Delta Hotel invoice is to be adjusted for the cost of coffee. As well some boards have yet to pay for their registrants.

6.3. OCSBOA Action Item Report

Peter reviewed the action item report with the Board. The Board of Directors will review report and have it on the monthly agendas, for review and updating. Some suggestions were to enhance our website. Peter will follow-up with Larry. If needed Ian will speak with Paul Demarco at the WECD SB. Additional suggestions will be reviewed at the December Meeting.

7. Information Reports

The HR Committee will meet on November 18, 2010. Angelo and Rosemarie will provide a report to Board in December.

8. Next Meetings Agenda Items

Peter asked that the December 9th meeting be moved to December 16th as he will be out of town. The Board of Directors were in favour of this request. The March meeting will be held at the OCSBOA office rather than by teleconference. Peter also asked the Directors to look at how much of their expenses will be covered by their respective boards. Peter also hoped that he would have the final Conference Financial Statement and the 2010/2011 Budget for the December meeting.

9. Adjournment

Time 11:45 AM

Moved By: Rosemarie McHugh

Seconded By: Dave Morrissey

Carried

Approved by the Board of Directors on _____, 2010



Peter S. Marchini, Executive Director