

**ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION**

**M I N U T E S**

**MEETING OF THE BOARD OF DIRECTORS**

**March 22, 2012  
OCSBOA Offices**

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<b>Present:</b>	<b>Board</b>	<b>Title</b>
Michael Gray-President	Durham CDSB	Super. Of Human Resources
Ian Gauld-Vice President	Windsor-Essex CDSB	Supervisor of Operations
Donna Lee Reid	Dufferin-Peel CDSB	Manager of Supply Chain
Joseph O'Hara	Halton CDSB	Executive Officer, HR
Erica Bailey-via teleconf	Kenora CDSB	Superintendent of Adm Services
Michelle Lamarche-via teleconf	Algonquin&Lakeshore CDSB	Manager of Human Resources
Angelo Romano	Hamilton-Wentworth CDSB	Manager Labour & Emp Relations

Peter Marchini, Executive Director

**Regrets:**

Dave Morrissey  
Rosemarie McHugh

**1. Call To Order-Michael Gray**

Chair Michael Gray called the meeting to order at 10:00AM

The Board of Directors were asked if they had any special intentions they would like to share with the Board. The Directors shared a number of special intentions.

**2. Opening Prayer**

The OCSBOA Prayer was recited together.

**3. Approval of Agenda**

***MOTION: That the agenda for the Ontario Catholic School Business Officials' Association Board of Directors meeting of March 22, 2012 be approved, with the addition of item 6.8 CODE Advisories.***

***MOVED BY: IAN GAULD***

***SECONDED BY: ANGELO ROMANO***

***CARRIED***

**4. Approval of Minutes**

**4.1. Approval of Minutes from February 24, 2012**

***MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on February 24, 2012 be approved and that Angelo Romano be added as present at the meeting, and that item 6.2 be corrected to show Michelle instead of Donna.***

***MOVED BY: MICHELLE LAMARCHE***

***SECONDED BY: DONNA LEE REID***

***CARRIED***

## **5. Business Arising from the Minutes and Committee Reports**

### **5.1. Committee Reports**

#### **5.1.1. OCSTA Liaison-Erica Bailey**

OCSTA AGM and Finance Seminar will be held on April 26<sup>th</sup> and the AGM on the 27<sup>th</sup> and 28<sup>th</sup>. It is anticipated that there will be a good turnout.

#### **5.1.2. Ministry of Education Liaison-Joe O'Hara, Erica Bailey**

Erica reported that she has not heard from the MOE with respect to input on the GSN's. It is anticipated that they will be announced shortly after the Provincial budget. The MOE has held some meetings with various groups and maybe starting to soften its position. Directors of Education have heard that the cuts are approximately \$500 million in year one, \$850 million in year two and \$1.2 billion in year three. Angelo felt we should file a letter objecting to any further cuts to the Board Admin envelope.

#### **5.1.3. Human Resources Committee-Angelo Romano, Joe O'Hara**

Angelo indicated that the committee met on the 16<sup>th</sup> and 17<sup>th</sup> of February. A meeting is scheduled for April. The committee is working on a report for non-teaching groups best practices. Joe brought up the notice to bargain language. He felt that contracts should be checked to ensure that notice has been properly provided.

#### **5.1.4. Membership Services-Donna Lee Reid, Ian Gauld**

Ian reported that April 1 we will go live with our new website design. Ian also expressed his concern over board budget cuts and the effect this may have on our membership. Boards may be faced with having staff choose either OCSBOA or OASBO. Discussion ensued on how we may initiate new committees within OCSBOA. Joe expressed concern over the MOE forcing more consortiums at boards in areas such as Payroll and Purchasing. A possible reduction in our fee structure will be looked at.

### **5.2. Other Business Arising from the Previous Meeting**

#### **5.2.1. Michael Bator-Sponsorship**

Michael Gray mentioned that he will attempt to meet with Michael in April. Michael will email Dave Bilenduke to see if he is interested in assisting the board with the Sponsor letters.

#### **5.2.2. OAPCE AGM OCSBOA Contribution**

Michael reported that he met with Aimee from OAPCE and indicated that OCSBOA will sponsor their AGM in the amount of \$250.

#### **5.2.3. Michael Bator Italy Trip Follow-up**

Peter will follow up with Michael Bator to obtain information that could be forwarded to the membership.

#### **5.2.4. Strategic Site Selection**

Peter indicated that Angela will attend the May Board of Directors meeting.

## **6. New Business**

### **6.1. OASBO 2012 Conference Budget-Peter Marchini**

Peter reviewed the draft 2012 Conference Budget which was included in the meeting package. The total expenditures of \$77,615.32 were offset by revenues and sponsor contributions in the amount of \$81,961.64 which resulted in a conference surplus of \$4,346.32. Angelo expressed concern over the conference rate where two attendees may

decide to share a room. This will be looked into with the resort.

***MOTION: That the 2012 Conference Budget be approved as presented.***

***MOVED BY: Ian Gault***

***SECONDED BY: Angelo Romano***

***CARRIED***

**6.2. 2012 Conference Planning-Ian Gault**

Ian distributed two sample brochures to the Directors. It was felt that the one with the Golf course on the front was best. He indicated that he now requires info on the Eucharistic Celebration and a bio on Father Ricard.

**6.3. Conference Speaker and Theme-Ian Gault**

Ian's brochure was entitled "Keeping Catholic Education Alive for the Future". This theme seemed appropriate considering the MOE view on consortiums and board amalgamations. Michelle will forward this theme to Father Ricard.

**6.4. Conference Folder-Ian Gault**

The draft folder that has been prepared will require the new logo, as well as poster boards, letters and the conference package.

**6.5. Executive Directors Personal Service Agreement-Michael Gray**

At this point Peter left the meeting and Michael Gray continued the discussion and took minutes.

**6.6. OCSBOA HR Committee Bargaining Prep-Michael Gray**

HWCDSD hosted the bargaining prep meeting. Angelo asked that OCSBOA consider covering the cost of this meeting (\$875). Angelo will send receipts to Peter.

**6.7. OCSOA Annual Reception and Banquet April 19-Michael Gray**

Michael and Joe will attend on behalf of OCSBOA.

**6.8. CODE Advisories-Michael Gray**

Michael informed the Directors that he has a number of CODE Advisory documents which provide various best practices. Michael will send these to Marie to forward to Larry to post to our website.

**7. Executive Directors Reports**

**7.1. Financial Report to February 29, 2012**

Peter briefly updated the Directors on the Financial Statements.

***MOTION: That the financial report for February 2012 be approved as presented.***

***MOVED BY: Erica Bailey***

***SECONDED BY: Michael Gray***

***CARRIED***

**8. Information Reports**

**8.1. Action Item Report**

The report was reviewed and will be brought forward for future meetings.

**9. Next Meeting:**

**April 26, 2012 11:00AM at the Hockley Valley Resort.**

**10. Adjournment: Time 1:05PM**

***MOVED BY: Ian Gauld***

***SECONDED BY: Donna Lee Reid***

***CARRIED***

***Approved by the Board of Directors on***

***2012.***



***Peter S. Marchini, Executive Director***