

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

M I N U T E S

MEETING OF THE BOARD OF DIRECTORS

**November 6, 2014
OCSBOA Office**

<u>Present:</u>	<u>Board</u>	<u>Title</u>
Angelo Romano	Hamilton-Wentworth CDSB	Manager of Human Resources
Kevin Sun	Dufferin-Peel CDSB	Internal Auditor
Sandra Pessione	Toronto CDSB	Assoc. Director of Bus. Services
Betty Stavropoulos	Toronto CDSB	Senior Coordinator Benefits & Comp
Theresa Davis	Halton CDSB	Senior Administrator Human Resources
Paul DeCock	Toronto CDSB	Comptroller of Business Services

Peter Marchini, Executive Director

Regrets:

Martin, Michelle and Ian sent their regrets

1. Call To Order

The meeting was called to order at 10:15AM

1.1.Attendance Martin, Michelle and Ian sent their regrets

1.2.Declaration of Interest-no Director declared a conflict with regards to the agenda.

2. Opening Prayer

The Our Father was recited by the Directors.

3. Approval of Agenda

MOTION: That the agenda for the Ontario Catholic School Business Officials' Association Board of Directors meeting of November 6, 2014 be approved.

MOVED BY: THERESA DAVIS

SECONDED BY: PAUL DECOCK

CARRIED

4. Approval of Minutes

4.1. Approval of Minutes from June 26, 2014

MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on June 26, 2014 be approved as presented.

MOVED BY: SANDRA PESSIONE

SECONDED BY: BETTY STAVROPOULOS

CARRIED

5. Approval of Minutes from October 2, 2014 AGM

Motion: That the minutes of the OCSBOA Board of Directors AGM meeting of October 2, 2014 be approved as presented.

**Moved By: Theresa Davis
Carried**

Seconded By: Kevin Sun

6. Other Business Arising from Previous Meeting

6.1. 2016 Conference Site Selection

Peter reviewed the report from Angela at SSS. The Nottawasaga Resort was the Directors first choice. Angelo indicated that he would check to see the dates of the 2016 Labour Relations Seminar. Peter will contact Angela to start the contract proceedings with the September 28- September 30, 2016 conference date.

6.2. Committee Reports

6.2.1. OCSTA Liaison-Marty and Michelle

Marty and Michelle will continue serving on this committee.

6.2.2. Ministry of Education-Sandra

Sandra will continue to report on information she receives from the MET. Any Director that receives information from the Ministry should also bring this forward to a meeting.

6.2.3. Conference- Angelo

Angelo will be actively involved in the conference committee. Ian also indicated that he would also like to continue serving on this committee.

6.2.4. Human Resources-Angelo

Angelo will report on future meetings as well as Theresa, Betty and Michelle. Angelo indicated that there was a meeting on October 17. He updated the Board on the latest developments.

6.2.5. Membership

Peter reviewed the membership numbers which for 2013-14 reached 170. Angelo would like to focus on Boards with low or no members. This will be one of OCSBOA initiatives for this year.

7. New Business

7.1. 2015 Conference Speaker and Theme

Angelo asked the Directors if they had thought about a theme. He suggested using "Our Purpose" some way in our theme. Peter will send out the suggestion to the Directors for their input as well as which speaker they preferred.

7.2. Executive Contract Renewal

Angelo asked Peter if there were any changes and Peter indicated that only the date had been updated. This item was left until the end of the meeting.

Motion: That the 2014-15 contract for the Executive Director be approved.

**Moved By: Sandra Pessione
Carried**

Seconded By: Angelo Romano

7.3. OCSBOA Insurance Renewal

Peter reviewed the increase in the 2014-15 premium with the Directors.

Motion: That the OCSBOA Insurance renewal for 2014-15 in the amount of \$1876 plus HST with Aviva Insurance be approved.

**Moved By: Angelo Romano
Carried**

Seconded By: Sandra Pessione

7.4. OCSBOA Secretary and Office

Peter reviewed the issue with the Directors in particular the issue of calls being handled. Peter will be speaking with Theresa Harris in December and will keep the Directors informed of any developments.

7.5. OCSTA request for sponsorship 2015 business seminar

Peter reviewed the request with the Directors.

Motion: That the OCSTA request for sponsorship for the 2015 Business Seminar in the amount of \$2000 be approved and included in this years Budget.

***Moved By: Sandra Pessione
Carried***

Seconded By: Angelo Romano

7.6. Conference Survey-Paul DeCock

Sandra and Angelo felt that the survey should be ready and provided to the delegates on the last day of the conference. Peter will send out the survey this week. Angelo Suggested we survey the vendors as well. He also felt we should look at some sort of initiative/incentive for delegates to meet each sponsor at the conference. Peter will send an email to each sponsor thanking them and asking for their comments.

7.7. OCSBOA Direction and Initiatives-Angelo

Angelo raised the issue as to what does a member receive from OCSBOA in return for their membership fee of \$195. He indicated that we do run a successful conference, and contribute to the OCSTA Business Seminar and that our website is available to Boards to post job vacancies. The directors should also look at our membership and try to bring on one new member from each board. He also indicated that he would like to refresh our Website.

8. Executive Directors Reports

8.1. Financial Report to September 30, 2014

Peter briefly updated the Directors on the Financial Statements, and the Account Transaction report.

Motion: That the financial reports for September 30, 2014 be approved as presented.

***Moved By: Theresa Davis
Carried***

Seconded By: PAUL DECOCK

8.2. Account Transaction Report to September 30, 2014

Motion: That the account transaction report to September 30, 2014 be approved As presented.

***Moved By: Theresa Davis
Carried***

Seconded By: Paul DeCock

8.3. 2014 Conference Financial Statements

Peter reviewed the two reports with the Directors which indicated a \$14862 surplus.

Motion: That the 2014 Conference Financial Statements be approved as presented.

***Moved By: Angelo Romano
Carried***

Seconded By: Kevin Sun

9. 9.1. Action Item

This item was deferred.

10. Next Meeting

Peter will send out an email with a listing of possible meeting dates.

11. Adjournment

The meeting adjourned at 11:30am

Approved by the Board of Directors meeting of December 18, 2014



Peter S. Marchini, Executive Director