

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

M I N U T E S

MEETING OF THE BOARD OF DIRECTORS

December 18, 2014
Teleconference

<u>Present:</u>	<u>Board</u>	<u>Title</u>
Ian Gauld	Algoma District	Eastern Area Coordinator
Michelle Lamarche	Algonquin Lakeshore CDSB	Manager of HR
Kevin Sun	Dufferin-Peel CDSB	Internal Auditor
Betty Stavropoulos	Toronto CDSB	Senior Coordinator Benefits & Comp
Theresa Davis	Halton CDSB	Senior Administrator Human Resources
Paul DeCock	Toronto CDSB	Comptroller of Business Services
Martin Farrell	Toronto CDSB	Coordinator Materials Mgt

Peter Marchini, Executive Director

Regrets:

Sandra and Angelo sent their regrets

1. Call To Order

The meeting was called to order at 9:45AM

1.1.Attendance Sandra and Angelo 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 December 18, 2014 be approved, with the addition of item 7.5 Update Sandra Pessione.

MOVED BY: MICHELLE LAMRACHE

SECONDED BY: THERESA DAVIS

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 November 6, 2014 be approved as presented.

MOVED BY: MARTIN FARRELL

SECONDED BY: KEVIN SUN

CARRIED

5. Other Business Arising from Previous Meetings

5.1.2016 AGM and Conference Nottawasaga Contract

Peter reviewed the draft contract with the Directors for the 2016 AGM and Conference. Angela from SSS had previously provided the Board with costings and other data regarding a number of sites. Nottawasaga provided the best room rates and meal pricing.

Motion: That the Nottawasaga Inn contract for the 2016 OCSBOA AGM and Conference be approved.

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

Seconded By: Paul DeCock

5.2.Conference Speaker Contract 2015

Peter reviewed the contract with the Board of Directors noting that the fee of \$7500 is more than paid in the past however the speaker will present for 1.5 hours.

Motion: That the contract for Michel Chikwanie be approved as presented.

***Moved By: Paul DeCock
Carried***

Seconded By: Michelle Lamarche

5.3.OCSBOA Initiatives

This item was deferred to the next meeting.

5.4.Conference Theme

A number of theme ideas were discussed. Continuing our Leadership Journey" was adopted as this years theme.

5.5. Committee Reports

5.2.1. OCSTA Liaison-Marty and Michelle

Michelle reported that the HR Committee is working closely with OCSTA who are the bargaining agent with Catholic School Boards.

5.2.2. Ministry of Education-Sandra

No report was presented at this time.

5.2.3. Conference- Angelo

Ian indicated that he would like to stay on the Committee.

5.2.4. Human Resources-Angelo

No report at this time.

5.2.5. Membership

Peter reviewed the membership numbers which has now reached 100 for 2014-15. A follow up email to the membership will be sent in January.

6. New Business

6.1.Professional Learning Framework Focus Group

This item was accepted as information.

6.2.OASBO Finance Internal Audit Workshop-funding request

The workshop will be held Feb 26-27 at the Delta Meadowale. In 2014 OCSBOA provided \$2000 in support for the conference.

Motion: That OCSBOA support the Finance Internal Audit workshop in the amount of \$2000.

***Moved By: Paul DeCock
Carried***

Seconded By: Martin Farrell

6.3.OCSTA Business Seminar Funding

This item was dealt with at the November 6th meeting.

6.4. Conference Survey

It was agreed that the survey needs to be added to the last day of the conference. Paul reviewed the results of the survey, which were quite positive overall. Theresa will contact Mark Weber from the University of Waterloo to see if he is available for our break out session on Friday October 2. Theresa also suggested that we consider utilizing a Leadership and Difficult Conversation theme for the final breakout session.

7. Executive Directors Reports

7.1. Financial Report to October 31, 2014

Peter briefly updated the Directors on the Financial Statements, and the Account Transaction report. ING will be revised to read Tangerine.

Motion: That the financial reports for October 31, 2014 be approved as presented.

***Moved By: Paul DeCock
Carried***

Seconded By: Martin Farrell

7.2. Financial Report to November 30, 2014

Peter reviewed the report with the Board of Directors.

Motion: That the account transaction report to November 30, 2014 be approved as presented.

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

Seconded By: Paul DeCock

7.3. 2014-15 Budget

Peter reviewed the draft 2014-15 Budget with the Directors including the results of the 2014 Conference. The financial support for OASBO and OCSTA is included in the budget.

Motion: That the 2014-15 Fiscal Budget be approved as presented.

***Moved By: Martin Farrell
Carried***

Seconded By: Ian Gauld

7.4. Sandra Pessione Update

Paul indicated that Sandra retired from the TCDSB. The Board of Directors suggested sending a gift to Sandra and Paul indicated he would also send a letter on behalf of the Board thanking Sandra for her contribution to OCSBOA and Catholic Education.

8. 8.1. Action Item

This item was deferred.

9. Next Meeting

The next meeting is set for January 29th at 9:30AM via teleconference and the February Meeting is set for the 26th at 9:30AM via teleconference.

11. Adjournment

The meeting adjourned at 11:00AM

Approved by the Board of Directors meeting of January 29, 2015

A handwritten signature in cursive script that reads "Peter S. Marchini".

Peter S. Marchini, Executive Director