

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

M I N U T E S

MEETING OF THE BOARD OF DIRECTORS

**April 23, 2015
Teleconference**

<u>Present:</u>	<u>Board</u>	<u>Title</u>
Angelo Romano	Hamilton-Wentworth CDSB	Manager of HR
Michelle Lamarche	Algonquin Lakeshore CDSB	Manager of HR
Betty Stavropoulos	Toronto CDSB	Senior Coordinator Benefits
John Bigelow	Waterloo CDSB	Senior Manager Facility Serv
Kevin Sun	Dufferin-Peel CDSB	Internal Auditor
Martin Farrell	Toronto CDSB	Coordinator Materials Mgt

Peter Marchini, Executive Director

Regrets:

Ian Gauld, Theresa Davis and Paul DeCock sent their regrets

1. Call To Order

The meeting was called to order at 9:45AM

1.1.Attendance Ian Theresa and Paul 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. The Directors also provided their special intentions.

3. Approval of Agenda

MOTION: That the agenda for the Ontario Catholic School Business Officials' Association Board of Directors meeting of April 23, 2015 be approved.

MOVED BY: BETTY STAVROPOULOS

SECONDED BY: MARTIN FARRELL

CARRIED

4. Approval of Minutes

4.1. Approval of Minutes from February 26, 2015

MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on February 26, 2015 be approved as presented.

MOVED BY: MARTIN FARRELL

SECONDED BY: BETTY STAVROPOULOS

CARRIED

5. Other Business Arising from Previous Meetings

5.1. 2015 Sponsor Letter

A copy of the 2014 letter was reviewed as well as a copy of the letter used by CCC. Peter will draft a letter for the Directors approval. Angelo suggested that each Director would align with 2 or 3 sponsors at the conference to ensure they are taken care of during the Wednesday and Thursday dinners.

5.2. 2015 Conference Dinner Menus

The various dinner menus were reviewed. For the Thursday night Presidents dinner the Directors felt it an option of chicken fish or vegetarian would be appropriate. They selected Plated Dinner #4. For breakfast Option #3 at the Watermark was selected, and for lunch Option#3 Buffet at the Watermark was selected.

5.3. Conference Brochure

The conference brochure was reviewed, a final document incorporating changes and revisions will be brought to the May meeting.

5.4. Committee Reports

5.6.1. OCSTA Liaison-Marty and Michelle

No report at this time.

5.4.2. Ministry of Education-Paul DeCock

No report at this time.

5.4.3. Conference- Angelo

This item was discussed at 5.1, 5.2 and 5.3

5.4.4. Human Resources-Angelo

No report at this time.

5.4.5. Membership

Peter reported that the membership is now 148. A revised list will be sent to each Director of staff from their board that were members in 13/14 and have not yet signed on for this year. Peter will also send these individuals a membership form and email asking for their support.

6. New Business

6.1. 2016 Conference Speaker

Michelle indicated that Willow Sweeney from Top Twenty Training would be an excellent speaker. Her presentation centres around communication, emotional intelligence and sustaining good culture. Michelle will send the link to the Directors for their review. Michelle indicated that her fee is approximately \$3600 and that she is available. She is familiar with Ontario School Boards.

6.2. Honorary Membership Award

Wally Easton was nominated and accepted by the Directors. Peter will send an email to the Directors asking for their approval or other recommendations.

6.3. Outstanding Contribution

Joe O'Hara was nominated and accepted by the Directors present. Peter will send an email to the Directors asking for their approval.

6.4. Directors Terms Expiring

Michelle, Marty and Betty indicated that their terms are expiring and that they would not be staying on.

7. Executive Directors Reports

7.1. Financial Report to February 28, 2015

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

Motion: That the financial reports for February 28, 2015 be approved as presented.

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

Seconded By: Michelle Lamarche

7.2. Financial Report to March 31, 2015

Peter reviewed the reports for the Directors.

Motion: That the financial reports for March 31, 2015 be approved as presented.

***Moved By: Betty Stavropoulos
Carried***

Seconded By: Martin Farrell

8. Next Meeting

The next meeting is tentatively set for May 28 at the OCSBOA office.

9. Adjournment

The meeting adjourned at 10:50AM

Approved by the Board of Directors meeting of May 28, 2015



Peter S. Marchini, Executive Director