

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

MINUTES

MEETING OF THE BOARD OF DIRECTORS

February 18, 2016
Teleconference

<u>Present:</u>	<u>Board</u>	<u>Title</u>
Paul DeCock	Toronto CDSB	Comptroller of Business Services
Kevin Sun	Dufferin-Peel CDSB	Internal Auditor
Martin Farrell	Toronto CDSB	Coordinator of Materials Mgt
Betty Stavropoulos	Toronto CDSB	Senior Coordinator Benefits & Comp
Michelle Lamarche	Algonquin Lakeshore CDSB	Manager of HR

Peter Marchini, Executive Director

Regrets:

Angelo, Ian and Theresa sent their regrets

1. Call To Order

The meeting was called to order at 9:05AM

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 February 18, 2016 be approved, with the addition of item 6.4 ICE Request for funding.

MOVED BY: BETTY STAVROPOULOS

SECONDED BY: MICHELLE LAMARCHE

CARRIED

4. Approval of Minutes

4.1. Approval of Minutes from November 11, 2015

MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on November 11, 2015 be approved as presented.

MOVED BY: MARTIN FARRELL

SECONDED BY: PAUL DECOCK

CARRIED

4.2 APPROVAL OF MINUTES FROM NOVEMBER 13, 2015

Motion: that the minutes of the OCSBOA Board of Directors meeting held on November 13, 2015 be approved as presented.

Moved By: Martin Farrell

Seconded By: Kevin Sun

Carried

5. Other Business Arising from Previous Meetings

5.1. 2016 OCSBOA Initiatives and Directives

This item was deferred as it was brought forward by Angelo Romano.

5.2. 2016 Conference Theme

The Directors felt it would be appropriate to continue with last years theme, "Continuing Our Leadership Journey".

5.3. Committee Reports

5.3.1. OCSTA Liaison-Marty and Michelle

OCSBOA has not received any information from Wally Easton regarding a joint Finance Seminar. Peter will send Wally an email.

5.3.2. Ministry of Education-Paul DeCock

Paul indicated that the MET will provide funding for changes to contracts as a result of the collective agreements settled with the Ministry.

5.3.3. Conference- Angelo

Peter indicated that the Sponsor package will soon be sent out, and that Marie is working on finalizing the membership conference brochure.

5.3.4. Human Resources-Angelo

Betty indicated that only CUPE has ratified with her board. Michelle indicated that their implementation has been fairly smooth with CUPE and OECTA.

5.3.5. Membership

Peter indicated that the budget this year will include membership of 160, and as of this date there are 110 members registered. Paul indicated he will speak with John Sabo. Peter will email Angelo and Mike Gray.

6. New Business

6.1. Sponsorship OASBO Annual Finance Workshop

This item was previously sent to the Directors via email which received unanimous approval to contribute \$2000 towards this joint venture.

Motion: That the Board of Directors support the joint OASBO/OCSBOA annual Finance Workshop and that \$2000 be contributed towards this PD seminar.

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

Seconded By: Martin Farrell

6.2. 2017 Annual Conference and AGM-Niagara Falls Hilton Contract

Peter reviewed the proposed agreement with the Hilton which essentially is the same as the 2015 contract which had to be cancelled. The room rate stayed at \$129 per night.

Motion: that the proposed contract with the Niagara Falls Hilton for the 2017 OCSBOA Conference and AGM be accepted.

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

Seconded By: Martin Farrell

6.3. OAPCE Request for Funding

Peter reviewed the letter received from OAPCE and indicated that OCSBOA has not assisted with the funding of this conference in a number of years. The Directors felt that with the Budget restrictions facing OCSBOA this year they would not be able to provide a monetary contribution. Peter will send a letter to OAPCE.

6.4. Request for Funding ICE

Peter briefed the Directors on OCSBOA's funding of ICE over the past few years. The 2015-16 Budget provided for \$1000 to assist in funding for ICE. This has been the set amount for a number of years.

Motion: That OCSBOA contribute \$1000 towards the 2016 Fiscal Budget of ICE.

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

Seconded By: Michelle Lamarche

7. Executive Directors Reports

7.1. Account Transactions September 1- December 31, 2015

Peter reviewed the account transactions and financial reports with the Directors. The loss of \$20,000 for the 2015 Conference as a result of the cancellation will be carried forward into the 2015-16 fiscal budget year. It is hoped that the MET will be able to fund this deficit. The membership budget was set at 160. There were no other major changes to the budget. Many of the 2015 conference expenditures such as the Entertainment and Guest Speaker were included as assets and prepaid expenses in the 2015-16 fiscal year.

Motion: That the September 1-December 31, 2015 Account Transactions and the Financial Statements for the periods ending with January 31, 2016 be accepted as presented.

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

Seconded By: Martin Farrell

7.2. 2015-16 Draft Budget

Peter reviewed the 2015-16 Draft Budget with the Directors. The most notable change was with regard to the Prepaid Expenditures for 2015-16, as a result of the cancellation of the 2015 Conference.

Motion: That the 2015-16 OCSBOA Budget consisting of revenues of \$30233 and Expenditures of \$ 57022 resulting in an operating deficit of \$ 26789 be approved.

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

Seconded By: Martin Farrell

7.3. 2015 Conference Financial Statement

Due to the cancellation of the conference the financial statement reflected a loss of \$20,006. The sponsors and boards were reimbursed for any of their costs and contributions. SSS assisted with the final resolution of the amount owing with the Hilton, which resulted in a substantial savings for OCSBOA. Part of the resolution was that OCSBOA would hold its 2017 conference at the Niagara Falls Hilton.

Motion: That the 2017 conference agreement with the Niagara Falls Hilton be approved as presented.

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

Seconded By: Martin Farrell

8. Next Meeting

The next meeting is scheduled for March 24 at 9:30am

9. Adjournment

The meeting adjourned at 10:15am

Approved by the Board of Directors meeting of April 21, 2016



Peter S. Marchini, Executive Director

