

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

MINUTES

MEETING OF THE BOARD OF DIRECTORS

June 15, 2016
Teleconference

Present:	Board	Title
Angelo Romano	Hamilton-Wentworth CDSB	Manager of Human Resources
Paul DeCock	Toronto CDSB	Comptroller of Business Services
Theresa Davis	Halton CDSB	Senior Administrator HR
Martin Farrell	Toronto CDSB	Coordinator of Materials Mgt
Kevin Sun	Dufferin-Peel CDSB	Internal Auditor
Michelle Lamarche	Algonquin Lakeshore CDSB	Manager of HR
Betty Stavaropoulos	Toronto CDSB	Senior Coordinator Benefits &Comp

Peter Marchini, Executive Director

Regrets:

1. Call To Order

The meeting was called to order at 9:40AM

1.1.Attendance: Ian Gauld sent his regrets.

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 June 15, 2016 be approved.

MOVED BY: MICHELLE LAMARCHE

SECONDED BY: MARTIN FARRELL

CARRIED

4. Approval of Minutes

4.1. Approval of Minutes from May 24, 2016

MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on May 24, 2016 be approved as presented.

MOVED BY: KEVIN SUN

SECONDED BY: THERESA DAVIS

CARRIED

5. Other Business Arising from Previous Meetings

5.1. 2016 Conference Registration Incentive

Peter indicated that the \$500 Niagara Falls Hilton gift certificate was available to use as an Early Bird Conference registration incentive. The Directors were in support and asked that an email regarding the conference and incentive be sent out within the next week.

5.2. 2015-16 Membership Registration Incentive

Peter reviewed the membership numbers which currently stand at 140. The Directors Spoke to the options available to increase the membership and passed the following

Motion: That the Executive Director send an email to the membership regarding the 2015-16 membership and include a \$250 restaurant gift card as an incentive. The gift card will be drawn at the 2016 Conference.

***Moved By: Betty Stavaropoulos
Carried***

Seconded By: Paul DeCock

5.3. Committee Reports

5.3.1. OCSTA Liaison

Paul indicated that he had included notes on the OCSTA conference in his brief sent to the Directors.

5.3.2. Ministry of Education-Paul DeCock

Paul indicated that there was no report at this time.

5.3.3. Conference- Angelo

Peter indicated that there will be AV needs for the conference. Angelo asked that Peter contact Basil Ho to see if he is willing to assist us.

5.3.4. Human Resources-Angelo

Angelo indicated that the next meeting is June 17.

5.3.5. Membership

This item was discussed under 5.2.

6. New Business

6.1. SWAG 2016 Conference- Ian Gauld

Peter will contact Ian to see if he has touched base with Carlos at McCarthy.

6.2. Website and Email System

Peter advised the Board that the current email system First Class is being phased out. Both he and Marie feel it would be best to join OCSCOA and other Catholic groups who will be utilizing the services offered by the Dufferin-Peel CDSB. Their system is through Microsoft.

As far as the website Marie has had good results working with an IT specialist Dennis Saunders from Simcoe Hospital. He would maintain our site and migrate it over at a very reasonable cost. He is also willing to work with Marie and Peter in an effort to enhance our site.

Peter and Marie will bring a follow up report to the October meeting.

7. Executive Directors Reports

7.1. Account Transactions May 31, 2016

Peter reviewed the account transactions and financial reports with the Directors.

Motion: That the May 31, 2016 Account Transactions report be approved.

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

Seconded By: Theresa Davis

7.2. Financial Statements to May 31, 2016.

Peter reviewed the financial statements with the board.

Motion: That the May 31, 2016 Financial Statements be approved as presented.

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

Seconded By: Theresa Davis

8. Next Meeting

Angelo felt we should hold a meeting in the summer to deal with any conference issues.

9. Adjournment

The meeting adjourned at 10:37am

Approved by the Board of Directors meeting of August, 2016

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

Peter S. Marchini, Executive Director