

ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

MINUTES

MEETING OF THE BOARD OF DIRECTORS

August 24, 2016
Teleconference

<u>Present:</u>	<u>Board</u>	<u>Title</u>
Angelo Romano	Hamilton-Wentworth CDSB	Manager of Human Resources
Paul DeCock	Toronto CDSB	Comptroller of Business Services
Ian Gauld	Algoma	Eastern Area Coordinator
Martin Farrell	Toronto CDSB	Coordinator of Materials Mgt
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: Theresa and Kevin sent their regrets.

2. Opening Prayer

The Our Father was recited by the Directors. President Angelo Romano asked that we keep the people of Italy devastated by the recent earthquake, in our prayers.

3. Approval of Agenda

MOTION: That the agenda for the Ontario Catholic School Business Officials' Association Board of Directors meeting of August 24, 2016 be approved.

MOVED BY: IAN GAULD

SECONDED BY: PAUL DECOCK

CARRIED

4. Approval of Minutes

4.1. Approval of Minutes from June 15, 2016

MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on June 15, 2016 be approved as presented.

MOVED BY: BETTY STAVAROPOULOS

SECONDED BY: PAUL DECOCK

CARRIED

5. Other Business Arising from Previous Meetings

5.1. 2016 Sponsor and Attendee Update

Peter indicated that to date we have \$14000 in Sponsor commitments and 43 delegates registered which is 29 short of our budget. Marie and Peter are following up with our past Sponsors and will send out a follow up conference package after Labour Day.

5.2. 2015-16 Conference Opening

Since Peter Derochie will not be in town during the conference Peter will email the Simcoe Director of Education to see if he is available or his designate. Jim LoPresti will act as this year's MC.

5.3. Mass and Celebrant

Michelle is looking after the arrangements for this year.

5.4. Speaker AV Needs

Peter advised the board of this year's speaker needs. Peter emailed Basil Ho however he did not respond and has not registered for the conference. Peter will forward the needs to the Directors to see if they can bring some of the equipment.

5.5. SWAG

Ian indicated that Carlos would again provide throws similar to last year.

5.6. Door Prizes Hilton 2015

Ian advised the Board that although he completed the Purolator paperwork to have our prizes shipped to Marie the items were misplaced or mishandled by the Hilton. A number of emails have been sent to Dawn at the Hilton by Ian and Peter however after conferring with the hotel manager they are not willing to reimburse us for our loss. Peter will draft a letter to the General Manager or his superior asking for some type of compensation.

5.7. Conference Checklist

Peter asked that the Directors send Marie their reports for the AGM.

5.3. Committee Reports

5.3.1. OCSTA Liaison

Paul indicated that he had no report at this time.

5.3.2. Ministry of Education-Paul DeCock

Paul indicated that there was no report at this time.

5.3.3. Conference- Angelo

This item was discussed at 5.7 Paul will draft a survey for this years conference.

5.3.4. Human Resources-Angelo

No report at this time

5.3.5. Membership

Peter reported that the membership is at 137. The budget was set at 160. This would Result in a loss of \$3968. Personal emails were sent to those not registered this year.

6. New Business

6.1. Executive Director Contract 2016-17

The current ED contract was provided to the Directors for their review.

Motion:

Moved By:

Seconded By:

6.2. Review of ECAB Terms of Reference

The terms of reference of the Education Council of Association for Benefits (ECAB) were reviewed. The Boards have also been advised of ECAB. The group feels there will be approximately 15000 employees involved. There was a full discussion on OCSBOA representation and we have a seat on ECAB. Betty will explore this further.

6.3. M Chikwanine Book Sales Request

Peter reviewed Michel request that OCSBOA purchase a number of his books to have

available at the conference for sale. The Directors felt that as in the past he could offer his books for sale at the conference but that he would be responsible for providing them, at his cost.

7. Executive Directors Reports

7.1. Account Transactions July 31, 2016

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

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

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

Seconded By: Ian Gauld

7.2. Financial Statements to June 30, 2016.

Peter reviewed the financial statements with the board.

Motion: That the June 30, 2016 Financial Statements be approved as presented.

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

Seconded By: Martin Farrell

7.3. Financial Statements to July 31, 2016

Peter reviewed the financial statements to July 31 including the financial impact of the drop in membership.

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

Moved By: Paul DeCock

Seconded By: Betty Stavaropoulos

8. Next Meeting

Angelo felt we should hold a meeting in September prior to the conference. Paul will Send out the request for the 14th or 15th.

9. Adjournment

The meeting adjourned at 10:45am

Approved by the Board of Directors meeting of August, 2016



Peter S. Marchini, Executive Director