

**ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION**

**M I N U T E S**

**MEETING OF THE BOARD OF DIRECTORS**

**November 22, 2012  
Teleconference**

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<b><u>Present:</u></b>	<b><u>Board</u></b>	<b><u>Title</u></b>
Martin Farrell	Toronto CDSB	Coordinator-Materials Mgt
Joseph O'Hara	Halton CDSB	Executive Officer, HR
Beth Bjarnason	Dufferin-Peel CDSB	Supervisor Planning & Operations
Basil Ho	HuronPerth CDSB	Manager Info Tech
Sandra Pessione	Toronto CDSB	Assoc. Director of Bus. Services
Betty Stavropoulos	Toronto CDSB	Senior Coordinator Benefits & Comp
Michelle Lamarche	Algonquin Lakeshore CDSB	Manager of HR

Peter Marchini, Executive Director

**Regrets:**

Michael Gray  
Ian Gauld  
Angelo Romano

**1. Call To Order-Executive Director Peter Marchini Chaired the Meeting**

Chair called the meeting to order at 10:05AM

- 1.1.**Attendance-Michael Gray, Ian Gauld and Angelo Romano sent their regrets.  
**1.2.**Declaration of Interest-no Director declared a conflict with regards to the agenda.

**2. Opening Prayer**

The OCSBOA Prayer was recited together.

**3. Approval of Agenda**

***MOTION: That the agenda for the Ontario Catholic School Business Officials' Association Board of Directors meeting of November 22, 2012 be approved.***

***MOVED BY: MICHELLE LAMARCHE***

***SECONDED BY: SANDRA PESSIONE***

***CARRIED***

**4. Approval of Minutes**

**4.1. Approval of Minutes from October 11, 2012**

***MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on October 11, 2012 be approved as presented.***

***MOVED BY: JOE O'HARA***

***SECONDED BY: BASIL HO***

***CARRIED***

## **5. Business Arising from the Minutes and Committee Reports**

### **5.1. 2014 Conference Site Selection-Angela Visconti**

Angela had provided a summary of each hotel proposal, which included room costs, size of meeting rooms, cost of golf, and hotel amenities. Angela asked which area was preferable. The Directors indicated that Toronto would not be a preferred location, due to proximity to many boards. Discussion ensued regarding the remaining locations. Angela indicated that these were the first offers and negotiations would result in improvements. The issue of AV rental was discussed. The directors requested that Angela follow up with Blue Mountain Inn and the Westin in Collingwood as these were their preferred locations.

### **5.2. Conference Speakers**

Peter indicated that the Directors should consider the selection of a speaker for the 2013 conference at the December meeting.

***Motion: that the Directors review potential 2013 Conference speakers and prepare to make a decision at the December meeting.***

***Moved By: Sandra Pessione***

***Seconded By: Betty Stavropoulos***

***Carried***

### **5.3. OCSTA Finance Seminar May 2013**

Michelle reviewed with the Directors a recent meeting with OCSTA. OCSTA has planned the conference for May 2 in Toronto. It will be a half day session. The format will include keynote speakers and round table discussions with MOE staff. A second session will revolve around legal issues. The Ministry is looking at Jim Grieves to speak on Full Day Kindergarten which would include all aspects ie curriculum, facilities etc. The legal issues may include Spec Ed, and Accessibility. A financial contribution by OCSBOA has not been mentioned at these meetings.

### **5.4. 2012-13 Membership Fee**

Peter reviewed the issue of a discounted membership fee based on the number of staff a board would have. Joe spoke to the idea of a discount for new members attending the annual conference. Generally the Directors felt that the tiered fee structure may offend the smaller boards. It was suggested that a letter be sent to the SOB's indicating which areas qualify for OCSBOA membership, the fee, and the number of members from their board.

### **5.5. Hockley Valley Final Invoice**

Peter reviewed the final invoice from Hockley Valley and the issue of the cancellation Fee of \$11978. The Directors suggested a letter be forwarded to the resort, after discussions with Angela Visconti. This item will be brought forward to the December meeting.

## **6. New Business**

### **6.1. Supervisory Officer Performance Appraisal Year One**

Sandra provided background information on the survey undertaken by the MOE. she also forwarded a letter from MOE regarding the second year. She will be part of any further discussions with the MOE.

**7. Executive Directors Reports**

**7.1. Financial Report to October 31, 2012.**

Peter briefly updated the Directors on the Financial Statements.

***MOTION: That the financial reports for October 31, 2012 be approved as presented.***

***MOVED BY: Sandra Pessione  
CARRIED***

***SECONDED BY: Michelle Lamarche***

**7.2. 2012-2013 Budget**

Peter reviewed the draft budget with the Directors, which included the final invoice from Hockley Valley. At this time the 2012-13 projected deficit is approximately \$15,000. Peter indicated that most areas are now fixed as the 2012 conference forms a major part of the budget. The areas that could be looked at to improve the overall position are Membership Income and the \$5000 PD contribution to OASBO. A follow up report will be brought to the December meeting pending any further discussions with HV.

**7.3. Conference Financials**

Peter reviewed the Draft Conference financials with the board. The financials indicated a projected loss of \$5025 due to the cancellation fee charged by Hockley Valley in the amount of \$11978. A follow up report will be brought to the December meeting pending any further discussions with the resort.

**8. Information Reports**

**8.1. Action Item Report**

No report at this time.

**9. Next Meeting:**

**December 20, 2012 10:00AM at the OCSBOA office.**

**10. Adjournment: Time 12:00PM**

***MOVED BY: Michelle Lamarche***

***SECONDED BY: Betty Stavropoulos***

***CARRIED***

***Approved by the Board of Directors on , 2012.***

  
**Peter S. Marchini, Executive Director**