

# ONTARIO CATHOLIC SCHOOL BOARD BUSINESS OFFICIALS' ASSOCIATION

## MINUTES

### MEETING OF THE BOARD OF DIRECTORS

August 26, 2015  
Teleconference

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| <b><u>Present:</u></b> | <b><u>Board</u></b>     | <b><u>Title</u></b>              |
|------------------------|-------------------------|----------------------------------|
| Angelo Romano          | Hamilton-Wentworth CDSB | Manager of Human Resources       |
| Paul DeCock            | Toronto CDSB            | Comptroller of Business Services |
| Ian Gauld              | Algoma DSB              | Eastern Area Coordinator         |
| Betty Stavropoulos     | Toronto CDSB            | Senior Coordinator Benefits      |
| Kevin Sun              | Dufferin-Peel CDSB      | Internal Auditor                 |
| Theresa Davis          | Halton CDSB             | Senior Administrator HR          |

Peter Marchini, Executive Director

#### **Regrets:**

Martin Farrell, sent his regrets

#### **1. Call To Order**

The meeting was called to order at 9:10AM

1.1. 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 August 26, 2015 be approved, with the addition of item 6.0 OCSOA Update and 6.1 Website phone number.***

***MOVED BY: THERESA DAVIS***

***SECONDED BY: IAN GAULD***

***CARRIED***

#### **4. Approval of Minutes**

##### **4.1. Approval of Minutes from May 28, 2015**

***MOTION: That the Minutes of the Ontario Catholic School Business Officials' Association Board of Directors meeting held on May 28, 2015 be approved as presented.***

***MOVED BY: KEVIN SUN***

***SECONDED BY: BETTY STAVROPOULOS***

***CARRIED***

#### **5. Other Business Arising from Previous Meetings**

##### **5.1. 2015 Conference MC**

Jim LoPresti was nominated as the 2015 conference master of ceremonies. Jim has Accepted the invitation.

## **5.2. Niagara Director Opening Conference**

Mr Crocco Director of Education for the Niagara Catholic DSB has agreed to provide opening remarks at the conference.

## **5.3. Mass and Celebrant**

Michelle is working with the Faith Animator at Niagara CDSB to finalize details regarding the mass.

## **5.4. Speaker AV Needs**

Peter asked the Directors to check if their speakers have indicated any AV needs. There was a general discussion on the 2:45 session on Thursday with Heather Douglas.

## **5.5. Sponsors**

Peter indicated that we have received \$13,000 in commitments as compared to \$12,000 for the same time last year. Companies such as CIBC, IBM Champion and Mercer have not yet committed.

## **5.6. SWAG McCarthy**

Angelo asked the Directors which item they would like to offer. He will contact McCarthy to see if they have overruns.

## **5.7. Tim Hortons Cards**

Ian will obtain the cards again this year.

## **5.8. Door Prizes**

Ian will purchase approximately \$600 in door prizes.

## **5.9. Additional Breakout Sessions**

The problem with additional breakout sessions is the attendance. For this year it was agreed to stay with the one session on Friday morning.

## **6.0. OCSOA Update Paul DeCock**

Paul updated the board on the recent OCSOA meeting. OCSOA is asking that the OCSBOA rep provide a written report 2 weeks prior to the Board meeting. The Directors had a full discussion on this matter and concluded that a verbal update is sufficient and once recorded in the minutes a record is then available.

## **6.1. Website Phone Numbers**

Peter suggested that the ED and secretary phone numbers be included on the website rather than just the Mississauga office number. The Directors agreed with this proposal.

## **5.1. Committee Reports**

### **5.1.1. OCSTA Liaison-Michelle, Martin and Paul**

No update at this time.

### **5.1.2. Ministry of Education**

Paul updated the Board on conversations with the Ministry on B-memo regarding Proceeds of Disposition.

### **5.1.3. Conference Committee**

Peter indicated that he has received registrations for 35 delegates. Last year as of the end of August 32 registrations had been received. The hotel cut off date is Sept 8<sup>th</sup>. Peter asked the Directors to file their year end reports. Angelo asked

that the registration list be sent to each Director.

**5.1.4. Human Resources-Angelo, Theresa and Betty**

There was a general discussion on the latest HR developments regarding Catholic Teacher contract negotiations and the process for ratification of the Provincial Settlement.

**5.1.5. Membership**

Peter reported that the membership is now 161, 9 short of the budget.

**6. New Business**

**6. Executive Directors Reports**

**6.1. Financial Report to July 31, 2015**

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

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

***Moved By: Ian Gauld  
Carried***

***Seconded By: Angelo Romano***

**6.2. Conference Draft Budget 2015 with 2014 Actuals**

Peter reviewed the budget with the Board, which included a budget surplus of \$10,501, based on 72 delegates and \$23,000 in Sponsorship support.

**8. Next Meeting**

Angelo suggested that we hold a teleconference meeting on September 10<sup>th</sup> at 10am.

**9. Adjournment**

The meeting adjourned at 10:30AM

***Approved by the Board of Directors meeting of November 11, 2015***



***Peter S. Marchini, Executive Director***