



Executive Board Meeting



Palliser District Teachers' Convention Board

10:00 a.m. Palliser Hotel

December 4, 2015

Attendance:

L. Neville, B. Yagos, S. Leppa, J. Fenton, J. Munton, S. Paton, A. Craigie, C. Mertens, T. Hrasak

Absent:

D. Sellars-Myshchyshyn

1. Call to order – 10:00 am.

2. Approval of Agenda

- Addition of (b) Facility Hall Rental under New Business
- **Motion: L. Neville/S.Paton moved that the agenda be approved as amended. Carried.**

3. Approval of Minutes

- **Motion: L. Neville/S.Paton moved that the minutes be approved as presented Carried.**

4. Correspondence

- Letter from Robert T. Mazzotta for the Web Manager Professional Development sessions
- Letter from Mark Yurick about the Fall Professional Development Area Conference (PDAC) Friday, November 7 (evening) and November 8, 2015, 9:00 – 2:00.
- Notice of absence from D. Sellars-Myshchyshyn
- E-mail from Barb Bossert – The Youth Empowerment Initiative
- Email from Patrick Loyer – Asking about Convention fees for substitute teachers
- Email from Barb Bossert – Become an Associate Instructor
- Email from Mardi Veinot regarding Fall PDAC
- Email from Barb Bossert – regarding – Potential short term contract with NCTCA

5. Treasurer's Report – S. Leppa reported – report posted

- S. Leppa presented the financial report
- Asked Executive to add their honorarium and mileage to this expense form.

6. Reports

a. President – J. Fenton

- Thank you to all executive for their hard work in getting this 2016 Convention ready to go.

b. Vice President – J. Munton

- Honorary President – Rudy Durieux has accepted.
- Thank you L. Neville for providing the bio for Rudy Durieux for the Honorary President.

- J. Munton will pick up the gift
- L. Neville will book hotel rooms for the honorary president in the Hyatt hotel for the two nights as per policy.

c. Program – A. Craigie – report posted

- L. Neville and A. Craigie will meet with Hyatt and CTCC on November 25, 2015 to go over rooms and AV equipment needed.
- Looking into getting the Sheldon Kennedy documentary for Friday Afternoon in Exhibition Hall
- D. Keenan is working on trying to confirm the booksellers; we are looking into Owls Nest or Audrey's books
- The booksellers will be located in the pre-con area.
- Sched.org will be available by the January meeting

d. Facilities – L. Neville – report posted

- Convention Bands
 - Foothills Local - Okotoks Jr. High
 - Livingstone Range - ?
 - Palliser Local – Christian Academy
- Glenbow Museum - \$5.00 entrance deal must show wristband
- Internet Options (see L. Neville's report for details)
 - Will bring this discussion to the full board in January
- Security for the Exhibition Hall
 - Last year this provided free of charge, not this year
 - \$200.00 for security each day (exhibitor move in on Wednesday, Thursday and Friday)
- Honorary President reception will be in the Atrium for the next 3 years (2016/17/18) and run from 6:30 to 9:00 pm.
- Local banners are needed on Wednesday evening
- Coat check will be available
- Pre-con area are will open at 7:30 am
- Exhibits tradeshow will open at 8:30 am each day
- Luncheon will run from 11:00 am to 1:30 pm.
- Free Weekend for two at the Hyatt and Palliser Hotels will be available again this year for our Evaluations Draw.

e. Publicity/Website – B. Yagos

- Communications Area – The data base is our communication
- Bracelets
 - No evaluation codes on them this year
 - Are QR codes and our website
 - Bracelets are gold color with red writing
- Evaluations
 - Convention Session evaluations – B. Yagos will set it up
 - Annual Evaluations – will be discussed at Summer Conference

f. Exhibits – T. Hrasak – report posted

- 116/156 booths have been booked and confirmed
- 5 new vendors
- 3 cancelations due to having 4 other conventions at the same time
 - T. Hrasak will look into coming up with a cancelation policy based on Calgary City Teachers' Convention policy
- **T. Hrasak will make a motion at the full board meeting in January that we hire security for the Wednesday move in and for Thursday and Friday.**

g. Past President – C. Mertens – report posted on the web

- 16 requests for alternate PD – 11 approved, 2 pending, 3 denied
- We discussed the two pending requests with the executive. The executive felt that these requests did not meet the criteria for alternate PD.

h. Secretary – S. Paton – No Report

L.Neville/S. Paton moved that the reports be accepted as presented. Carried.

7. Old Business

a. Fall Convention Meeting Report – L. Neville (report posted)

- Thank you Larry for attending
- Minister of Education
 - Will not coming to convention

b. Fall PDAC Report – L. Neville

- No report

c. Evaluations Convention Meeting – B. Yagos

- B. Yagos did not attend this meeting however responded by email to Patrick Loyer and Barb Bossart (email with executive reports)

d. Convention Treasurer's Seminar – S. Leppa

- 7/10 conventions were represented at this seminar
- Stressed the importance of the audited recommendations
- Financial Directives outline by Barnett House
 - #18 - Paying 1/6 of your convention fees every month (right now it is a recommendation not a directive)

8. New Business

a. Treasurer update – S. Leppa

- Fees – What should we do when we are sharing our delegates with two conventions
 - Need to do a three year projection plan
- Patrick Loyer did attend this meeting
 - Asked about fees charged for substitute teachers
 - Why Palliser charged and others did not
 - Explained that the locals usually pay for subs

b. Facility Hall rental for 2017

- Because our numbers are going down for 2017 do we want to keep the facilities the same? Discussion
 - Palliser local numbers have increased

- Rocky View Local numbers will also increase due to the building of more schools
- L. Neville/S. Paton moved that we sign the 2017 contracts with no changes from 2016.

c. Facilities for 2017 – L. Neville

- As L. Neville's school will be attending CATCA in 2017 a discussion was had in regards to what we should do about his Facilities position for the 2016- 2017 Convention year as he will not be eligible to be a convention rep for Chinook's Edge Local.
- Ideas were discussed and will be brought up at the full board meeting in January 2016.
 - Patrick Loyer said in order for L. Neville to attend PDCTA he just needs permission from CATCA to attend PDTCA however his fees would still go to CATCA
 - One suggestion was to contract L. Neville for the Facility Chair position for one year in order to mentor the new person elected at the April 2016 meeting
 - Contract the position if we can not fill the position from the board

9. Local Concerns

- none

T. Hrasak/S.Paton moved the meeting adjournment at 12:05 p.m.