



Full Board Meeting
Palliser District Teachers' Convention Board
Hyatt Hotel – 9:00 a.m. (8:30 Breakfast)
April 8, 2017



In Attendance: J. Barton, S. Buchfink, E. Clarkson, A. Craigie, C. Crane, A. Doyle A. England, J. Fenton, L. Gibson, M. Gudim, B. Hohenwarter, T. Hrysak, B. King, J. LaFleur, S. Leppa, W. Lorenz, P. Morck, L. Neville, T. O'Neill, K. Ouwerkerk, J. Partlo, S. Paton, A. Rai Nannan, A. Rott, W. Ruzicka, M. Shain, D. Sutter, Y. Toney, L. Tschritter, C. Wasyluniuk, S. Watson, J. White, B. Yagos, J. Yersh

Absent: A. Amirault, C. Burrell, T. Crosby, M. Glavine, D. Grassick, L. Kestle, J. Munton, A. Neefe, D. Sellars-Myshchyn,

1. Call to order 9:00 am

- Welcome to the year-end meeting of our 2017 Convention year.

2. Approval of Agenda

- **Motion: T. Hrysak/S.Paton moved that the agenda be approved. Carried.**

3. Minutes of previous meeting

- **Motion: A. Rai Nannan/S.Paton moved that the minutes be approved. Carried.**

4. Correspondence

- D. Grassick – Convention Communication and Identification Materials
- D. Grassick – To Convention Treasurers – updated Alternate Convention Eligibility and Payment Process
- Notice of Absence from A. Amirault, L. Kestle, J. Munton (Sat. only), A. Neefe
- Resigned due to retirement – T. Crosby
- Mark P. Yurick – Spring Professional Development Area Conference- April 28/29, 2017 – Sheraton Cavalier Hotel, Calgary
- D. Grassick – Request from Unite Locale Francophone No. 24
- D. Grassick - Spring Convention Workshop and Meetings – April 27-28, 2017
- D. Grassick/B. Bossart – Convention 2017 Annual Report – Due May 15/17
- Email from Capital Estate Planning Corp.

5. Treasurer's Report - S. Leppa reported financial report

- The balance sheet and budget was reviewed
- A few prepaid booths for 2018
- We had more teachers attend than we budgeted for due to more accurate numbers – 3518 delegates

6. Reports

6.1 President – J. Fenton – see report posted

- Thank you to everyone one on the executive and board members for their great job.

6.2 Vice President – J. Munton – (Absent) see report posted

- Thank you to all board members for signing up for duties

- Duty sign up was done through Google Docs and worked well
- AT A Glance Posters were Fabulous
 - Would like to see the Friday posters put up on Thursday Evening
- Worked well to assign a Pre-Registration person from the board
- Myrna Pauls was our Honorary President
 - We received a thank you from Myrna Pauls
- Long Term Service Awards
 - Laura Lee Hrabok, Ronda Krasnodemski, Chris Mertens, Jennifer Raitz and Jennifer Williams
 - Long Term Service recipients received a hotel room to attend and a Chapters gift card.
- Alternate PD requests – 29 were approved, 13 denied, 2 appealed.
- **Recommendations for Next Year**
 - Continue to have two board members posted and available to answer questions at the large Convention posters
 - Post the Friday posters on Thursday evening so they are ready for Friday morning
 - Continue with the Google Doc format to sign up for duties

6.3 Program – Andrea Craigie – see posted report

- New email address – program@pdtca.org
- All 3 Keynote speakers were well received; positive feedback on evaluations
- 223 Total Sessions
 - 59 local presenters
 - 33 free sessions
 - 206 onsite sessions
 - 17 offsite sessions
- Delegates were pleased with the onsite book seller, was very well utilized
- Sched app was popular again for those who used it
- Having Board members monitor at on-site Pre-Registration session was a great improvement over previous year
- Opening Pre-registration early worked fine and recommend doing it again
- Free Wi-Fi was appreciated
- Early start did not cause any issues/Early end increased last session participation
- **Recommendations for next year**
 - Continue to schedule blocks of rooms by level
 - Managing pre-registrants during convention needs tweaking
 - Continue to schedule blocks of rooms by level
 - Maintain/increase the number of offsite sessions
 - Maintain Thursday keynotes starting at 8:45 with welcomes at 8:30
 - Maintain and grow social media presence
 - Pursue “project Heart” (through ATA)
 - Consider “Maker Space” for delegates
- **Speaking Proposal Link is now open until June 30**
 - <http://www.pdtca.org/submit-speaking-proposal.html>

6.4 Facilities – Y. Toney/L. Neville – see report posted

- Thank you to Yvonne Toney, Jill White, executive and board members for your work on this years convention

- Luncheon, reception, coat check, a.v., room set ups went very smoothly
- Very few issues this year – (see report for specifics)
- Glenbow museum – over 150 teachers enjoyed this
- Contracted room blocks were very close: Hyatt 280/270 and Palliser 51/75 (Palliser Hotel waived the outstanding fee for not reaching our room block)
- New contract with the Hyatt – same number for the Hyatt (270) and Palliser (30) rooms
- First year with free Wi-Fi which went over very well
- First year with no cash concession which saved us about \$3000.00
- First year with no musical groups which saved us between \$2000.00 And \$3000.00.
- Owl's Nest Books were well received by delegates
- Large floor map and schedules were posted around the convention center delegates appreciated these
- Honorary President's Reception was held in the Atrium –booked again for next year

6.5 Publicity/Website/Evaluations – B. Yagos (report posted)

- Thank you to all board members to everyone and their dedication to this convention. Thank you Andrea Craigie for the fabulous job you have done!
- B. Yagos will set up an email for all executive positions. ATA would like us NOT to use a Gmail address.
- We received word from Provincial ATA for evaluations following our Executive meeting.
- Evaluations will be emailed to each board member as soon as we have them.
- Individual session evaluations will be emailed to the speakers as soon as they are available
- 6 Laptops we use for evaluations at convention are now 3 years old
 - We would like to sell these for \$50.00 as per policy, as they are past dated.
 - 10 people were interested, so we drew 6 names.
 - Computer #1 – W. Ruzicka
 - Computer #2 – A. England
 - Computer #3 – B. King
 - Computer #4 – Y. Toney
 - Computer #5 – A. Rai Nannan
 - Computer #6 – S. Paton
- **Speaking Proposal Link is now open until June 30**
 - <http://www.pdtca.org/submit-speaking-proposal.html>
- Exhibit Online proposal is not online as of yet but will be soon.
- We do not have the names for the draw for the Convention As A Whole Evaluations from the Provincial ATA. These names will be on the May Hi-Lights

6.6 Exhibits – T. Hrysak – (report posted)

- Thank you Bertha for all her work setting up the new registration software.
- We sold out this year with a wait list of 5 booths
- St. George's were amazing with making exhibits look very good
- Exhibitor of the year – Sportfactor Inc.
- 158 booths purchased, ATA and PDCTA were no charge

- Exhibitors would like to see e-transfers – will bring up at the upcoming Provincial convention meeting
- 18 booths were not for profit at \$462.00 and 140 at \$567.00
- Pre-registration for 2018 started Friday of Convention – 37 have already booked and 23 have already paid.
- Security guards from the Convention Center were used this year and this worked very well.
- **Recommendations for next year**
 - Continue with the security guards
 - Rate will stay the same for 2018

6.8 Secretary – S. Paton

- Minutes will be posted online within 3 weeks following the meeting as per our Policy Handbook
- Hi-Lights will be emailed and posted online within 1 week of the meeting
- Just a reminder that our minutes page is private and for board members only.
www.pdtca.org/minutes.html

6.9 District Representative – D. Sellers - Myshchyshyn – (absent)

- Report will be posted when received

J. White/S. Paton moved all the reports

7. Old Business

7.1 none

8. New Business

8.1 Summer Conference – August 14 – 18, 2017 (Banff Centre)

- We can send 2 reps – Usually President and Program Chair
 - Andrea Craigie and Paulette Morck will be attending

8.2 Spring PDAC – April 28 (eve) and 29, 2017 – Sheraton Cavalier Hotel, Calgary

- We can send 2 reps

8.3 Convention Seminar – April 27, 28, 2017 (TELUS Spark – Calgary)

- **April 27/17 – Design Thinking for a Better Convention – TELUS Spark Calgary**
 - Andrea Craigie and Paulette Morck will be attending
- **April 28/17 – Spring Convention Meeting – Sheraton Cavalier Hotel – Calgary**
 - We can send 3 reps
 - Andrea Craigie, Christine Crane and Sherrie Leppa will be attending

8.4 Elections of Table Officers – J. Fenton will be running the election, as he is not seeking re-election

- Called for nominations from the floor:

- Vice President – Jennifer Munton
- Program Chair – Paulette Morck
- Facilities Chair – Jill White
- Exhibits Chair – Tara Hrysak
- Treasurer – Sherry Leppa
- Secretary - Susan Paton
- Past President – Jordan Fenton

9. Action Items

9.1 Local Concerns

- J. White asked about Convention Reps – Is it alright to have teachers with a temporary contract as one of our convention reps. The response was: it is a local responsibility as to who they choose for their reps.

J. Fenton/S.Paton moves to adjourn at 10:00 am.