



Executive Board Meeting  
**Palliser District Teachers' Convention Board**  
Hyatt Hotel – 5:00 p.m.  
April 7, 2017



**In Attendance:** L. Neville, S. Leppa, S. Paton, J. Fenton, J. Munton, A. Craigie, T. Hrysak, Y. Toney,

**Absent:** D. Sellars-Myshchyshyn,

**1. Call to order 5:05 pm**

**2. Approval of Agenda**

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

**3. Minutes of previous meeting**

- **Motion: J. Munton/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, 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 – 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](mailto: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: Hvatt 280/270 and Palliser 51/75

- New contract with the Hyatt – same number for the Hyatt (270) and Palliser (30) rooms
- 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.
- No word from Provincial ATA for evaluations
- 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. We will open this up to the board tomorrow. We will draw names if we have more than 6 people.
- Speaking proposal is open and will remain open until June 30.

#### **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**

- Dan Grassick is asking all executive to fill out the Annual Report for the 2017 Convention
- S. Paton has posted a Google Doc with the Annual Report for executive to fill their portion out.

#### **6.9 District Representative – D. Sellers - Myshchynshyn – absent**

### **7. Old Business**

7.1 none

### **8. New Business**

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

- Will choose who goes at tomorrows Full board meeting after elections

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

- Will choose who goes at tomorrows Full board meeting after elections

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

- April 27/17 – Design Thinking for a Better Convention – TELUS Spark  
Calgary
- April 28/17 – Spring Convention Meeting – Sheraton Cavalier Hotel - Calgary

**9. Action Items**

**9.1 Local Concerns**

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A. Craigie/S.Paton moves to adjourn at 8:00 pm.