



Palliser District Teachers' Convention Association



**Minutes
Full Board Meeting
Hyatt Hotel
May 26, 2018
9:00 a.m. (Breakfast 8:30)**

Present: S. Buchfink, A. Caporicci, E. Clarkson, C. Crane, A. Doyle, V. Doyle, M. Doz, D. Egert, R. El Aste, A. England, L. Fagan, J. Fenton, J. Geiger, L. Gibson, M. Glavine, K. Hinton, B. Hohenwarter, T. Hrysak, L. Kestle, D. Lemieux, S. Leppa, W. Lorenz, P. Morck, J. Munton, L. Neville, T. O'Neill, J. Partlo, S. Paton, A. Rai Nannan, M. Shain, L. Tschritter, C. Vandermeer, S. Watson M. Watt, J. White, J. Yersh

Regrets: A. Amirault, A. Craigie, N. Emond, R. Hatch, A. Neefe, Y. Toney, B. Yagos, D. Grassick

1. **Call to order** – 9:00 a.m. by J. Munton (Vice President)
2. **Welcome**
3. **Approval of Agenda**
 - **Move 8.4 Preliminary Budget to 9.1 of New Business**
 - **Addition of 8.3 Childcare for Summer Conference**
 - **Motion: That PDTCA adopts the Amended agenda of the May 25, 2018 meeting. Moved by T. Hrysak, Seconded by A. England. CARRIED**
4. **Minutes of previous meeting**
 - **Motion: That PDTCA approve the minutes of the April 13, 2018 PDTCA meeting. Moved by S. Buckfink, Seconded by S.Paton. CARRIED**
5. **Correspondence**
 - Notice of Absence from Alysa Amirault, Ashley Neefe, Bertha Yagos, Yvonne Toney, Ryan Hatch, Nicholas Emond,
 - Resignation from Jill Cruse
 - From: Joni A. Turville – Summer Conference Director - Information and Registration for ATA Summer Conference
6. **Treasurer's Report**
 - S. Leppa presented the financial report.
 - **S. Leppa moved, seconded by S. Paton that we appoint B. Yagos as our Contracted Financial Executive Assistant for the 2018/19 Convention year.**
7. **Executive Reports**
 - 7.1. **President** – A. Craigie – No report - Absent
 - President Email: president@pdtca.org
 - 7.2. **Past President** – J. Fenton (No report)

7.3. Vice President - J. Munton (report posted)

- Attended the Spring Convention Meeting
- New Vests
 - J. Munton showed us a new red vest – much lighter – if we order 75 or more we get a better price at \$39.95
 - The current vests are no longer available to order therefore we need to order new ones. Please do not donate these vests as they have our logo on them.
 - **S. Paton moved, seconded by B. Hohenwarter that we order new PDTCA Convention vests for all board members from Watches and More in Airdrie. Carried**
 - J. Munton will set up a google doc for everyone to order his or her size.
- New Name tags – New boards will receive name tags for convention – please let J. Munton know if you need a name tag and she will get it ordered.
- Start thinking about nominations the 2019 Honorary President – see policy 9.3 for criteria. These nominations need to be brought forth at the September meeting. At that meeting we will vote for our Honorary President.

7.4. Program – P. Morck

- **Program Chair Email:** program@pdtca.org
- **Program Assistant** – Christine Crane
- **Program committee** – If anyone would like to be on the committee please sign the paper going around. Add your name and specialty (grade level, subject).
- **Speaking Proposal letter** was sent to all board members to forward to local secretaries who would then send out to all teachers.
- At the annual **Spring Convention Meeting**, program chairs and presidents from the ten convention associations met to discuss their 2018 Conventions and to share information on program speakers.
- **Featured Speakers**
 - None are booked at this time but have some ideas to pursue
- **Deadline is June 30/18 to submit speaking proposals** – get the word out - <http://www.pdtca.org/submit-speaking-proposal.html>

7.5. Facilities – J. White (Report posted)

- Talked about who our vendors are and that we have a good relationship with them.
- **Jill White moved, seconded L. Gibson that we appoint Larry Neville as the Contracted Facilities Assistant for the 2019 Convention year. Carried**
- Contracts are signed with the CTCC for our 2019, 2020 conventions.
- The Conference Manager for the Calgary City Teachers Convention Association (CCTCA) would like to meet and discuss our current and future contracts, however, we will not discuss any money contracts without the knowledge of the board and/or the vendors. If anyone asks about our contracts please refer them to the Facilities chair and/or our President.
- **Board Policy states that board members must:** “Inform the President, Secretary and the Facilities Assistant, a minimum of eighteen days prior to your absence, if you are unable to attend any board function.”
- **Convention Meeting Dates**
 - September 14/15, 2018
 - November 30, 2018 (Executive only)

- January 18/19, 2019
- February 21/22, 2019 (Convention)
- April 5/6, 2019
- May 10/11, 2019
- September 27/28, 2019
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- **Room Rates** for 2019 – Book now until Jan. 22, 2019 at the convention rate
 - Hyatt: Single/Double \$239.00 plus 12.27% tax
 - Fairmont Palliser Single/Double \$245.00 plus tax.

7.6. Exhibits – T. Hrysak (report posted)

- **T. Hrysak moved, seconded by S. Paton that we appoint JoAnne Partlo as the Exhibits Assistant. Carried**
- 2019 Convention rates for a Regular booth are \$540.00 + tax \$567.00 and Not for Profit rate of \$440.00 + tax \$462.00 – We will not be increasing the fee this year.
- Online registration is open and doing well
- 50/157 booked for 2019 Convention
- 8 booths have been blocked for Francophone exhibits

7.7. Publicity/Website/Evaluations – B. Yagos (Absent)

- **J. Fenton moved, seconded by P. Morck that we appoint B. Yagos to the position of Contracted Publicity/Website/Evaluations. Carried**
- Website is continually being updated.
- B. Yagos removed board members addresses from the website as per the discussion at the April Board meeting.

7.8. Secretary – S. Paton

- Information is posted on the webpage within 2 weeks of the meeting date
- Please notify the President, Facilities Chair and Secretary when you can not attend a meeting

7.9. District Rep – M. Glavine - report posted

Motion: That PDTCA receives the committee reports as presented. T. Hrysak, seconded by A. England. CARRIED

8. Old Business

8.1. Spring Convention Meeting Report – April 26/27, 2018

- P. Morck and J. Munton attended the Thursday Convention Meeting
 - PD Staff member went through the new ATA workshop sessions and previous sessions available for locals and conventions that are available to book.
 - Encouraged the idea of childcare for Women in Leadership
 - Highlights of each convention were shared (speakers)
- S. Paton attended the secretary session on Friday
 - D. Grassick went over the Convention Handbook that pertained to the role of the secretary
 - D. Grassick would like all minutes to be reported in a similar fashion.
- S. Leppa attended the Treasurers session on Friday
 - Didi Heer – Presented for the Treasures Meeting

8.2. Spring PDAC Report

- P. Morck and S. Paton stayed for PDAC
 - Many of the sessions were workshops the Provincial ATA can offer for Locals and Conventions to book.

8.3. Childcare for Summer Conference

- Jill White moved seconded by L. Gibson that the PDTCA pay the remaining family care expense beyond the Provincial ATA childcare subsidy for board members who are attending summer conference on behalf of the PDTCA. The PDTCA will pay up to a maximum of \$500.00 per delegate. Family care includes legal dependents, (children or adults) and pets. Receipts will need to be provided. Carried.
 - Discussion

8.4. Summer Conference – August 13 - 17, 2018

- Paulette Morck will be attending the 2018 Summer Conference.
- Opened it up to the Full Board if anyone would like to attend on behalf of the PDTCA - Christine Hinton put her name forth.
- A. Craigie will send in the two names
- S. Leppa reminded delegates to submit their expenses to the Provincial ATA first before the PDTCA.

9. New Business

9.1. Preliminary Budget – Sherry Leppa

- Bring back to your local that there will be No fee increase
- Program budget will increase to \$120,000.00
- We have 225 new delegates attending the 2019 Convention which gives us an increase in the budget therefore we can increase the program budget.

10. Action Items

10.1. Local Concerns

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P. Morck moved, seconded by S.Paton that we adjourn the meeting at 10:56 a.m.