



# Palliser District Teachers' Convention Association



**Minutes  
Executive Board Meeting  
Hyatt Hotel  
May 10, 2019  
5:00 p.m.**

**In attendance:**

B. Baum, A. Craigie, C. Crane, M. Glavine, C. Gonsalvez, T. Hrysak, S. Leppa, P. Morck, J. Munton, L. Neville, S. Paton, J. White, B. Yagos,

**Absent:**

1. **Call to order** – 5:00 p.m.
2. **Welcome**
3. **Approval of Agenda**
  - **Motion: That PDTCA adopts the agenda of the May 10, 2019 meeting.** Moved by J. White/Seconded by S. Paton. CARRIED
4. **Minutes of previous meeting**
  - **Motion: That PDTCA approve the minutes of the March 22, 2019 PDTCA meeting.** Moved by P. Morck/Seconded by S.Paton. CARRIED
5. **Correspondence**
  - Notice of Absence from Lindsay Fagan, Amanda Caporicci, Amrit Rai Nannan
  - From: Joni A. Turville – Summer Conference Director - Information and Registration for ATA Summer Conference
  - From: Marianne Moffatt – Information regarding Summer Conference – Convention seminar will be located off site at the Coast Canmore Hotel and Conference Center
  - From: Tracey McFeeters – Cancelling the Spring Program Planning meeting
  - From: Desseri Ackerman – Reminder about Spring Professional Development Area Conference.
  - From Pam Arnason – NCTCA President -: NCTCA program Committee has been committed to providing exceptional French sessions – sent an attached list of potential French speaking speakers
  - From: Mark D. Swanson - Amalgamation of CEATCA and NETCA to form Northern Rivers Teachers Convention Association (NRTCA) – Name changed to Endless Sky Teacher's Convention Association
  - From Dan Grassick: Convention Financial Seminar
  - From Dan Grassick – on leave – Mark Yurick has taken over the Convention

portion

## 6. Treasurer's Report

- S. Leppa presented the financial report.
- S. Leppa will make a motion that we hire Bertha Yagos for the Contracted Financial Assistant and the Contracted Website/Publicity/Evaluations position at the Full Board meeting tomorrow.

## 7. Executive Reports

### 7.1. President – J. Munton– (No written report)

- President Email: [president@pdtca.org](mailto:president@pdtca.org)
- Attended Spring PDAC

### 7.2. Past President – A. Craigie (No report)

### 7.3. Vice President - J. White (No written report)

- Will mention tomorrow at the Full board meeting to start thinking about nominations for the 2020 Honorary President – see policy 9.3 for criteria

### 7.4. Program – P. Morck (Report Posted)

- **Program Chair Email:** [program@pdtca.org](mailto:program@pdtca.org)
- **Program Assistant** – will appoint Veronica Doyle tomorrow
- **Program committee** – will ask who would like to be on this committee at tomorrow's full board meeting – a paper will go around tomorrow to sign up to be on the program committee
- **Speaking Proposal letter** will be sent to all board members to forward to local secretaries who would then send out to all teachers.
- **Featured Speakers**
  - Shelley Moore has been booked
  - Looking into booking a French speaking speaker during the Keynote sessions
- **Speaking Proposal Deadline** is July 15/19 to submit speaking proposals – get the word out - <http://www.pdtca.org/submit-speaking-proposal.html>

### 7.5. Facilities – C. Crane (Report posted)

- **Facilities Chair Email:** [facilities@pdtca.org](mailto:facilities@pdtca.org)
- C. Crane will make a motion tomorrow at the Full Board meeting that we hire L. Neville to be the Contracted Facilities Assistant.
- Lori Killam is the new events planner for the Calgary Hyatt Hotel
- Superior Show Service is the new show services provided at the CTCC. It is replacing St Georges Show Service
- Contracts are signed with the CTCC and the Hyatt for our 2020, 2021 conventions
- **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 27/28, 2019
  - December 6, 2019 Executive only at the Fairmont Palliser
  - Jan. 17/18, 2020
  - Feb. 20/21, 2020

- March 27/28, 2020
- May 8/9, 2020
- September 25/26, 2020
- December 4, 2020 Executive only
- January 15/16, 2021
- February 18/19, 2021 Convention
- March 26/27, 2021
- **Room Rates** for 2020 – Book now until Jan. 22, 2020 at the convention rate
  - Hyatt: Single/Double \$245.00 plus 12.27% tax
  - Fairmont Palliser Single/Double \$250.00 plus tax.

#### 7.6. Exhibits – T. Hrysak (Report Posted)

- Exhibits Email – [exhibits@pdtca.org](mailto:exhibits@pdtca.org)
- 2020 Convention rates for a Regular booth are unknown until they meet with Superior Show Services
  - L. Neville and T. Hrysak will meet with Amy at Superior Show Services to look at the new contract and to confirm the new rate for exhibits.
- T. Hrysak will appoint Leslie Gibson to be the new Exhibits Assistant
- Pre-registration is open. General registration will open as soon as the price is confirmed with Superior Show Services

#### 7.7. Publicity/Website/Evaluations – B. Yagos (Report Posted)

- Website is continually being updated.
- Our speaking proposal site opened on April 1, 2019.
- About 80 proposals have been submitted so far.
- Please remind colleagues in your school division to submit a speaking proposal if they have something valuable to present.
- Deadline is July 15, 2019

#### 7.8. Secretary – S. Paton

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

#### 7.9. District Rep – M. Glavine – (report posted)

#### 7.10. Provincial ATA – C. Gonsalvez

- Working on proposals for conventions for next year
- Looking for speakers for Beginning Teachers' Conference - <https://surveys.teachers.ab.ca/s3/BTCPresenterForm>

**Motion: That PDTCA receives the committee reports as presented.**

Moved by A. Craigie/Seconded by S. Paton. CARRIED

## 8. Old Business

### 8.1. Spring Convention Planning Meeting – April 26/27, 2019

- Was cancelled

### 8.2. Spring PDAC Report

- C. Crane and J. Munton attended PDAC
- L. Neville went to the Symposium on Convention

### 8.3. Summer Conference – August 12 – 17, 2019

- Paulette Morck and Jen Munton will be attending the 2019 Summer Conference.

## 9. **New Business**

### 9.1. **Preliminary Budget** – Sherry Leppa

- Bring back to your local that there will be No fee increase

### 9.2. **Vetting Procedures for program speakers and exhibitors**

- T. Hrysak and P. Morck will get together and decide how this is going to vet speakers and exhibitors
- B. Yagos will add to the speaking proposal who is coming with the speaker – must be listed as a co-presenter. (Add speaker guidelines to the policy)

### 9.3. **Committee on Convention Review**

- Further refined the feedback from the surveys from our delegates
- The recommendations will go to PEC in June

## 10. **Action Items**

### 10.1. Local Concerns

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Meeting adjourned by P. Morck/S. Paton at 7:00 p.m.