



**EXECUTIVE MEETING**  
**Tuesday, Nov. 1st, 2016 at 10:00 a.m.**  
**Delmanor, Etobicoke**

**DRAFT MINUTES**

**Present:** Sheila Tait, Claudia Mang, Janet Thacker, Karl Sprogis, Maryanne Chard, Lynn Farquharson, Pamela Guy, Marilyn Jones, Anne McIlroy, Bill McIlroy, Joel Nasimok, Adele Pick, Rose Ramundi, Mary Jean Ricci, and Sharon Kular

**Regrets:** Gabrielle Benedek, Janis McCaskill, Judy Paton, Harold Royle and Art Witham

**1. WELCOME AND ROUNDTABLE:**

Claudia Mang welcomed the Executive to the meeting. Members shared a variety of reports including experiences with renovations, travel, time spent at Senate, the Olympium bird show, butterflies at the Zoo and seasonal cottage closures.

**2. APPROVAL OF THE AGENDA:**

**Motion #1: It was moved by Janet Thacker and seconded by Karl Sprogis, that the Agenda for the Executive Meeting be accepted. CARRIED**

**3. MINUTES of the Executive Meeting of October 4th, 2016:**

**Motion #2: It was moved by Marilyn Jones and seconded by Karl Sprogis, that the minutes of the Executive Meeting of October 4th, 2016, be accepted as amended. CARRIED**

**4. BUSINESS ARISING:**

i. Joint Executive Meeting in November

The Joint meeting will take place on November 8th at Pioneer Village. Members are reminded to present parking vouchers for validation at the registration table. Not having met the guaranteed number, payment for 77 guests is required although only 59 registered for the event. More discussion is recommended going forward due to the lower number of attendees.

ii. Treasurer's Workshop

Karl Sprogis reported that District 22 is on track with RTO/ERO head office expectations of accuracy, accountability, and fiscal responsibility.

The Manual which has all forms and key dates for has been given to Rose Ramundi who will assume the position as of January 2017.

Suggestions from the workshop included having:

- a "back up" Treasurer
- a long term commitment from those who hold the position
- a clear budget plan to avoid surprises

- a contingency plan and reserve fund
- a laptop with approved software and printer for Treasurer's use
- two thumb drives stored in separate places for record keeping and storage
- records kept for six years
- no petty cash, using only cheques with receipts

**Motion #3: It was moved by Joel Nasimok and seconded by Lynn Farquharson, that E/Y Executive explore the purchase of a printer, laptop and software for the Treasurer's use. CARRIED**

**Motion #4: It was moved by Bill McIlroy and seconded by Joel Nasimok, that upon cost comparison, E/Y Executive purchase a laptop, software and printer, not to exceed \$1000.00 CARRIED**

**5. CORRESPONDENCE**

A request from Millennium Support and Care Group for advertising their free services i.e., Tai Chi, yoga, stress management. Their information will be posted in November eblast.

Jim Grieve sent thanks to District 22 for the motion regarding OTPP outsourcing. He suggested that individual letters may be sent as well. A sample letter will be shared via email.

**6. TORONTO DISTRICTS:**

On Oct.5<sup>th</sup>, the 2017 dates were set for meetings, Treasurers' and Pension workshops. Districts shared their range of offered activities and the successes they have encountered. Most are celebrating as a "pay as one goes" THWTB on the first day of school and holding a free event for newest RTO members. This format is due to changes which require retirees to purchase benefits immediately upon retirement.

All districts agreed to use TICO reps for trips.

50<sup>th</sup> Anniversary plans are ongoing. Funding details will be presented at the Joint meeting.

Ontario College of Teachers has been contacted to request advertising in Professionally Speaking to raise awareness of RTO for impending retirees.

**7. TREASURER'S REPORT:**

No report.

**8. PRESIDENT'S COMMENTS:**

Claudia Mang stated that there were extensive reports at Senate on October 25<sup>th</sup>-26<sup>th</sup>. There were complaints regarding the length of time spent on Governance issues. It was noted that discrepancies were evident between talking points and the documents.

Following the information from other districts, it appears time to re-examine the current THWTB format in Etobicoke and York.

**Motion #5: It was moved by Pam Guy and seconded by Ann McIlroy, that a small committee be formed to discuss changes to recruitment and membership, and to bring recommendations to the January meeting. CARRIED**

Two seminars are scheduled, which will be held at Christ the King church hall from 1:00 to 3:00 pm on the following dates:

November 25<sup>th</sup> - Merit Travel

November 30<sup>th</sup> - Alzheimer's Society

Sheila Tait requests assistance from members who may be available to attend.

Information will be posted in the November eblast.

Senate provided several handouts from McMaster, Venngo, RTO, as well as a book from author Bob McCarthy, which is available on request.

## **9. COMMITTEE REPORTS:**

### **a. Travel**

Pamela Guy reported great sets and costumes at Shaw Festival on October 12<sup>th</sup>. Details of other trips are posted on the website.

### **b. Awards**

Sharon Kular requested submission of any known retirees who volunteer.

### **c. Communication/Website**

Joel Nasimok reported that Email blasts will be sent out on the 15<sup>th</sup> of the month. Ongoing challenges exist due to members unsubscribing from the email list in order to receive hard copies of the newsletters. Executive are asked to continue to give feedback on the website. Expense forms are posted under the tab Executive Forms.

### **d. Constitution**

Janet Thacker reported that the next review will be in 2020.

### **e. Foundation**

Janet Thacker indicated that a request for donations has been sent to all members. There are five new projects on aging. Detailed information on these and further resources on Healthy Aging from Dr. Paula Rochon are available on the website.

### **f. Goodwill**

Maryanne Chard noted the recent death of Gordon Bartley, Aug. 22.

The next Have A Java will be Thursday, Nov. 18<sup>th</sup>.

### **g. Health/Insurance**

Anne McIlroy reported enhancements are forthcoming to the plan which is being transferred from Manulife to Sun Life. More information will be sent to members in November. A modest surplus was reported at the September meeting.

### **h. Members/Telephone**

Lynn Farquharson reported that lists of volunteer callers are being prepared for the executive to be shared in January. Both hard copy and an email will be provided along with a memo.

**i. Newsletter**

Bill McIlroy reported that he will retrieve several boxes of newsletters which were delivered in error to Gary Parkinson.

**j. Pension/Retirement Concerns**

In Janice McCaskill's absence it was reported that a biannual pension statement will be sent to all retirees.

**k. Political Advocacy**

No report.

**l. Recruitment/Membership**

Adele Pick reported that currently, District 22 has a total membership of 2,491 with 2249 full and 242 associate members.

**m. Retirement Planning Workshops**

Sheila Tait requested assistance to set up for November 3<sup>rd</sup> at the Markland Wood Golf Club.

**n. Social**

Judy Paton reported that 60 have registered for the Fall Luncheon on Nov.16<sup>th</sup>.

**10. OTHER BUSINESS:**

- i) Harold Royle will be recognized for his service as Treasurer at the Fall Luncheon.
- ii) Karl Sprogis shared that the Code of Conduct was passed at Senate, however it could be amended should a future need arise.

**ADJOURNMENT:** The meeting was adjourned at 12:25 p.m.

**Next Executive Meeting: Tuesday, January 10<sup>th</sup> at Delmanor Etobicoke**