

Executive Meeting September 24th, 2021
Approved Minutes
9:30 a.m. - 4:30 p.m.

1. **Call to order and Welcome**

- Quorum of seven members was made.
- Chair Ruth Ann Morley called the meeting to order.
- The Chair commented that the general member Efstathia Satiropoules would be admitted to the meeting as an observer.

2. **Land Acknowledgement** ready by Jeremy.

ETFO Human Rights Statement read by Chair.

Rob Fulford served as Human Rights Officer for this meeting.

- Regrets accepted from Secretary Rinat Evron. Sarah Boomhower volunteered to serve in the role for today's meeting. Chair clarified that minutes must include all action on motions, whether carried, carried as amended, postponed, referred, loss, or withdrawn.
- The Chair outlined clarification on Robert's Rules, noting specifically that Point of Information is only for an urgent item that would not come up naturally in debate. A reminder was given to the executive to wait to be called on by the Chair.
- The Chair asked Sophie to be a co-host and asked for her support to watch the waiting room in the zoom meeting.

3. **Approval of Agenda**

MOTION 21/22-1: Be it resolved that the agenda shared through email at 9am be approved for the executive meeting.

Moved : James Seconded: Deitcher Motion: **Carried as Amended**

Addition of:

#22 Paid Sick Days for OTs- Jeishan Rajakulasingam

#23 Gmail for primary use - postponed from Strategic Meeting motion 20/21-8

#24 Daily OT losing assigned prep due to banked prep payback - Greg

#25 Assignments of LTO/permanent positions - Gail

#26 Hybrid meetings - Jeremy

Second VP Gallippi asked for agenda item 23 (Covid protocols and safety measures) to be moved to item 7. The Chair called on Rajakulasingam who agreed.

Health break times: 10:45 a.m., lunch 12 to 1 p.m., and a second health break to be held at 2:30 pm.

The Chair seeing no objections noted that the motion was carried to approve the agenda as amended.

4. **Minutes of Executive Meetings on June 28, August 23-24, 2021**

The Chair noting many errors stated she would review and highlight these over her lunch break and bring it back to the Executive for approval upon return from lunch. The chair asked if there was any objection to this. She noted no objection.

First VP Kroesen emailed her screen slides of the motions during the Strategic Meeting to provide more details.

5. 10:06 a.m. President Fulford Report

- draft newsletter to be sent out to members September 27, 2021. He asked if anyone had any additions of items to email by 4 p.m. (September 24).
- no membership list updated from the Board until October 15. He stated this affected the timing of the General Meeting including confirming an IT team, in person options, and informing membership of the plans after October 15. The President suggested perhaps the general meeting date should be moved.

- informal discussion by multiple members suggesting various dates.

Motion 21/22 - 2

Be it resolved that the fall AGM be held on November 4th, 2021. **Postponed to 1:00 p.m.**

Moved: Kroesen Seconded: Rajakulasingam

Postponed Motion 21-22 - 2P

“and be voted on at 1pm after consultation with executive members absent.” **Carried**

Moved: Bass Seconded: Deitcher

Vote on the motion was postponed until 1:00 to allow time to contact absent Executive Members about their availability.

- President Fulford stated the bulk of his meetings were regarding Covid procedures and responses with ETFO who is monitoring the situation.
- He noted that November 1st the TDSB has stated that anyone not vaccinated may have consequences. Any next steps will happen on an individual case basis with progressive discipline and there was no policy publicly and the board (TDSB) is approving cases on an individual basis if they need exemptions.
- Health and Safety report - Peter Schubert was in the fourth year of his two-year term. He noted the executive may be content with the continuation this school year or did the executive wish to have this position advertised?

Motion 21-22 -3:

Be it resolved that Peter Schubert continue as health and safety representative in 2020 to 2022 term. **Lost**

Moved: Fulford Second: Deitcher

Motion 21-22 - 4:

Be it resolved that the local shall advertise for the joint health and safety representative and two alternatives to be appointed at October 20 Executive meeting (applications to be sent to Sophie Kroesen by email).

Mover: Fulford Seconder: Gallippi **Carried**

Health Break

11:05 a.m. Quorum was met and the meeting resumed.

Discussion continued on the selection process of health and safety representatives needing to be completed before the October 20 Executive Meeting. The Chair reviewed the Policy and Procedural manual and what the Executive would need to do to be in compliance.

Motion 21-22 - 5:

Be it resolved that the policy and procedure number 9 that Health and Safety Selection Committee be added as an ad-hoc committee to the executive. **Carried**

Moved: Kroesen Second: Rajakulasingam

The chair noted no objection and at 11:25 a.m. the motion carried.

- The President continued to discuss the calendar and confirmed a draft had been sent out to the executive through email and asked for any editing to be done by Tuesday (Sept. 29) at 4 p.m.

9. Vice Presidents' Reports

OFL Conference

- First VP Kroesen spoke on the OFL Conference (Ontario Federation of Labour) noting the event would take place November 2-4, 2021 with a two member allotment. The expenses would be \$300 per attendee and release time to be paid by the local. She asked the executive members if there was any interest.

Interest was shown several members.

Motion 21-22 - 6:

Be it resolved that two executive members attend the OFL Conference on November 2-4, 2021. **Carried**

Moved: Kroesen Seconded: James.

Motion 21-22 - 6A

Amendment:

Lost

Be it resolved that the main motion be amended with the addition of: "one executive member, one general member, and one alternative either executive or general member".

Moved: Bass Seconded: Deitcher

- The President noted there was \$1,000 relief funding in addition \$600 relief funding for any first-time attendee. He noted he would confirm if these could be used together or to a maximum of \$1000 for the local relief funding.
- The Chair explained a balloted secret vote would be conducted through email asked the executive to vote for up to two people during the lunch break. The Chair noted that the two executives with the most votes would attend the OFL Conference and the third would be the alternate.

Local Committees

- First VP Kroesen raised the issue of access to the Committees section of member emails to the Local. She would be willing to serve the role of creating lists of

members interested in serving on committees if she had sole responsibility for the Committee emails.

- The Executive Member's Liaison role to the committee would be to gather names, calling the first meeting, going over terms of reference, and members appointing chairs of each committee.

12:09pm **Lunch** was called and the Chair reminded members to return at 1 p.m. promptly for continuation of the meeting.

1:03 p.m. **Quorum was made to resume the meeting.**

Postponed to time definite motion:

Motion 21-22 - 2

Be it resolved that the fall annual general meeting be held on November 4, 2021. **Carried**

Postponed Motion 21-22 - 2P

“and be voted on at 1pm after consultation with executive members absent.”

Moved: Bass Seconded: Deitcher **Carried**

Amended Motion 21-22 - 2A:

Be it resolved that the fall annual general meeting be held on November 11, 2021.

Move: Bass Seconded: Maudsley **Lost**

9 cont. VP Reports

Returning to Discussion on Establishing Local Committees

- Budget Committee would have Gail James as liaison
 - Constitution Committee would have Fletcher Jerome as liaison
 - Communication and Oversight Committee and would have Maudsley as liaison
 - Election Committee would be the Chair as liaison
 - Equity and Social justice would have Fletcher Jerome as liaison
 - Member Involvement would have Rob Fulford as liaison
 - Policy and Procedures would have Maudsley as liaison
 - Political Action would have Gail James as liaison
 - Professional Learning would have Sophie Kroessen as liaison
 - Racialized Members would have Jeishan Rajakulasingam as liaison
 - Social Committee would have Marissa Gallippi as liaison
 - and Status of Women would have Sarah Boomhower as liaison.
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- all members interested would be invited to the first meeting including if there were over eight names. At that time a vote would be held for membership on that committee as well as additional members could serve as observers..
 - The chair asked if there were any objections for First VP Sophie Kroesen to be solely responsible for the committee's email and creating a list of interested members for each committee. No objections.
 - it would be up to the discretion of the committee chairs and executive liaison as the pandemic continues and safety measures may change as to whether meetings are virtual or in person or hybrid.

- The Zoom Union account can be set up by President Fulford or First VP Kroesen. Once Executive Members who are Committee Liaisons have the first meeting date established, they can contact either Rob or Sophie to create a zoom meeting for the Committee.
- motion 2020 - 2021 - 7 which stated .50 per kilometre mileage for a member in addition .05 per member for a passenger for any business that includes committees.
- 2020 - 2021 - 12 the motion that discussed meal allowance including the established provincial ETF allotments for breakfast, lunch, dinner provided by receipts.
- each committee with the assistance of the chair needs to commit to their budget lines. If it exceeds the budget by \$1000-\$2500 it needs to be brought to executive for a motion. If the amount exceeds \$2500 it must be brought to the general membership.
- The Treasurer would provide expense forms for the liaisons to share with the Committee members..

Professional Learning Reimbursement

- First VP Kroesen requested that the professional learning email password be changed for security and access.
- The chair asked the membership if there were any objections to the email password for professional learning to be changed and noted there were no objections.
- Needs to approve applications as there were 68 members through email and 10 members who had mailed their reimbursement applications.
- funding was based on a first-come first-serve basis for the set amount and therefore could be processed by First VP Kroesen and the treasurer for payment
- approval should be after October 15 to confirm active membership.

Second VP Gallippi

- grievance hearing in process by the local union. She detailed that there would be continued cross-examination during the hearing.
- the local felt the health plan was of lesser value to our members; the witness provided extensive evidence to show this.
- Second VP Gallippi stated there are no conclusive solutions or dates at this time.

First VP Kroesen POT Meeting Review

- a gathering across the province for occasional teachers and had been established outside of ETFO.
- The purpose was to organize, discuss OT issues, and share strategies for effectively creating changes.
- The First VP scrolled through the agenda while sharing her screen.
- She noted that four provincial OTs had been voted in at the ETFO AGM over the summer which would benefit the concerns held by occasional members and their specific needs.
- the POT meeting discussed the Collective Agreement and Regulation 274.
- there were additional meetings held with collective bargaining OT's, treasurer OT's, health and safety OT's, and regional areas for occasional teachers.

Leadership Conference

- First VP Kroesen encouraged attendees to share their experiences at the Leadership Conference.
- She continued that the local had sent Sarah Boomhower for the Status of Women, Political Action had sent Marissa Gallippi, New Members and Engagement had sent Greg Deitcher, Social Justice and Equity had sent Jeisham Rajakulasingam, and President Rob Fulfrd had attended as well
- Second VP Gallippi had attended the Human Rights Workshop and had learned the role in executive meetings was to mediate and provide next steps. She assured the executive that she would pass on any notes from the workshop if there was interest.
- President Fulford discussed the new online virtual platform “pheedloop” and his positive experiences.
- Rajakulasingam shared training on Robert's Rules and Human Rights training for all executive members was available.
- Boomhower who discussed the collaborative nature of Status of Women including an online platform with messaging allowing connections with chairs from around the province. She suggested that there was a framework for anti-oppressive learning and unlearning which was hopeful and encouraged collaboration with other committees for future events like Racialized Members and Allies.

10: Treasurer's Report

Treasurer James assured executive members if any questions were not answered that she could be contacted through email and would respond in a timely fashion. She reviewed the financial files that had previously been emailed out to the Executive Members.

- budget provided was \$284,227.31 cents as a check in the account.
- the GIC accounts were \$570,000.
- total this cash amount would be \$859,227.31.
- She noted that credit card bills are paid immediately.
- the income was \$929,021.64 and more cheques would be deposited and reported on for the next meeting.
- there was income (\$400) for the AGM reimbursement as well as an email received by Sharon O'Holleran in the amount of \$2700 for a one-time meal allowance for online meetings.
- levy payments had been paid in the amount of \$1029.29 in July and \$31.52 in September for local levies.
- 5% of the entire budget has been submitted.
- the bookkeeper was Targeted Accounting and as the motion stated only the Treasurer would contact the company.
- GICs - October 6 as maturation for \$200,000 in a GIC that had been paid 3%. She suggested two choices including a one-year cashable with option to cash out after 30 days the amount could be cashed paying interest of .335 %. The second choice was a one-year non-redeemable at .40 per cent paid in trust.
- another GIC would mature in November and be reported on at the November meeting.
- executive members agreed to an online vote for dealings in GIC maturation.

- \$2,400 in interest had been paid.
- Treasurer James noted emails from ETFO provincial to continue with the use of a bookkeeper at this time.
- the account is able to process 100 checks per month and any additional check would cost \$1.25 per cheque over that 100 allotment.
- the local is working toward an e-transfer payment with the account and the bookkeeper. She mentioned Pay Edge and committed to sharing more details at the October meeting. She noted that e-transfer will increase the speed at which members are paid.
- Treasurer continued to discuss the Children's Charities and noted that many of the cheques that have been paid out had not been cashed by the charities. She noted 7 not cashed dating back as far as March 2021 which creates a difficulty as it is longer than 6 months.
- She also noted professional learning payments of \$200 from last year also exceeded the six-month timeline. She noted that she would try to get in contact with both the companies and individuals.
- In regards to dependent-care Treasurer James responded that 63.8% of the budget line or \$2,735 has already been paid out.

2:35 p.m. The Chair announced a health break and to return at 2:45 p.m. .

2:47 PM the chair called the meeting to order as quorum had been met for the remainder of the meeting of executive members.

Treasurer Report Continued

- Treasure James spoke to the election and stated that 10.73% of the budget had been used.
- She also noted that the legal budget line is \$2000 and the bill for legal is \$6189.01. She noted the legal budget line had gone over.
- She noted budget line 526 under meetings other is typically where meals and miles up to \$6,000 would be placed. She noted that the amount of \$6432.30 had been spent under this budget line and any further expenditure would need to be approved by executive motion and approval.
- budget line 641 (released officers) that a refund amount of \$3,682 had been paid back in addition \$470.66 from benefits had also been paid back. She detailed that this was due to the president's resignation in June.

Motion 21/22 - 6:

Be it resolved that budget lines 620 be overextended for 2021 - 2022 school year by up to \$4,000. Moved: Fulford Seconded:James. **Carried**

Recorded vote:

Fletcher Jerome absent, Greg Deitcher yes, Jeisham Rajakulasingam yes, Jeremy Bass yes, Marissa Gallippi yes, Sarah Boomhower yes, Rob Fulford yes, Scott Maudsley yes, Sophie Kroesen yes, Gail James yes, and Rinat Evron absent..

Returning to Approval of the Minutes:

Motion 21/22 - 7:

Be it resolved that the minutes for the June 28 Executive Meeting and August Strategic Planning Meeting be approved. **Carried**

Moved: James Seconded: Fulford

The approved minutes can now be posted on the website.

In camera, a timed item begins. 3:07 p.m.

In camera session ends 4:30pm

4:30 The Chair declared the meeting adjourned.