**OCASA Board of Directors Meeting**

**Friday, December 9, 2016**

**12:30 pm – 1:45 pm**

**Teleconference**

|  |  |  |  |  |
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|  | **Name** | **Region/College** | **Term** | |
|  | Krista Pearson  President | East, Algonquin | 2012 | 2017 |
|  | David Belford  Past President | West, Fanshawe | 2011 | 2017 |
|  | Alanna McDonell  Vice President | East, Algonquin | 2011 | 2017 |
|  | Janine Foster  Secretary | East, St. Lawrence | 2011 | 2017 |
|  | Greg Murphy  Treasurer | East, Durham | 2012 | 2017 |
|  | Shemeena Shraya | Central, George Brown | 2014 | 2017 |
|  | Mary Lou McLean | East, Fleming | 2015 | 2018 |
|  | Barb Watts | Central, Georgian | 2015 | 2018 |
|  | James Humphreys  (interim)\* | Central, Sheridan | 2016 | 2017 |
|  | Vacant |  |  |  |
|  | ***Regrets*** | | | |
|  | Riley Burton | North, Confederation | 2013 | 2017 |
|  | Charline Smith | North, Cambrian | 2016 | 2019 |
|  | ***Resource*** | | | |
|  | Diane Posterski | Executive Director, OCASA | | |
| \* Interim appointment to be confirmed for full term at 2017 AGM | | | | |

**MEETING MINUTES**

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| Agenda Item # | OCASA Board Agenda |
|  | **Call to order & Welcome**  Chair: Krista Pearson |
|  | Approval of the AgendaMotion to approve the Agenda Moved: Dave Belford Seconded: Alanna McDonell  Carried |
|  | **Approval of the Meeting Minutes of October 28, 2016** Motion to approve the Minutes of October 28, 2016 The minutes had not been distributed, so this motion was tabled until the next Board meeting. |
|  | **2017 Budget considerations**  Greg Murphy reported as Treasurer. Typically the 2017 budget would be confirmed in December. But with a new AMC coming on, and some line items not determined yet, it was agreed that the budget motion would be deferred until an AMC has been selected and a contract negotiated.  Motion: That the budget approval be deferred until the AMC negotiations are complete, expected in January 2017.  Moved: Greg Murphy Seconded: Alanna McDonell Carried |
|  | **Transition to Association Management Company**  Krista reported that the Executive was in the middle of AMC interviews in Toronto. After brief discussion, the following motion was made:  Motion: That Executive should continue with the process towards an AMC selection, but provide the Board with summary notes and recommendations.  Moved: Greg Murphy  Seconded: James Humphreys  Carried |
|  | **Conference input**  Diane requested some feedback on conference planning to date.Discussion notes included:   * + - * Indigenous content stream and/or plenary would be valuable and timely       * Diane will connect with IPEC about being included in some way       * Plenary session – Leesa Wheelahan, Michael Skolnik– this topic of degrees will have more limited appeal – some colleges are more invested than others. Should be a concurrent session if offered. * Concurrent sessions: Retention strategies/Marketing/College/faculties; SEM; Funding Formula updates; online teaching/learning; career planning; making meetings meaningful; email/time/meeting management; mental health * Other program thoughts: wellness sessions (pre/early morning walk, yoga, run); structured games at night; gathering for those attending alone   The conference committee would continue work in January to have a full slate ready for February. |
|  | **PD Report** – Shemeena & Diane spoke about progress, sharing an overview of courses  Feedback:   * Generally support for the direction the working group is going * Need to ensure the college differentiation; great entry point for new managers or new to college system * Consider in-person component to program * Other ideas include media relations (might better be a management skill builder in webinar); conflict/mutual gains negotiation * Strategic thinking – tactical engagement (slight shift form strategic planning)   Next steps: timelines, measurable outcomes, price points. |
|  | **Compensation – Executive Framework, Admin**  David Brook was not available from Council, but Diane did note that colleges were finalizing their Executive Compensation Programs, after which admin compensation would be addressed. |
|  | **Membership Report**  **Diane provided an update about meetings with College reps, confirming their support of the following:**   * Using the name, *College Administrators Network* (not a legal change, just common usage name) * Using the tag line: *Learning & Leading Together* * Renaming College Representatives, *College Ambassadors* * Membership campaign to run in February/March, supported by letters to all non-members, and promo products (these will continue into the spring) * Messaging to members about brand shift/update needs to be developed still, along with an announcement about the AMC once that is confirmed. |
|  | **Adjournment**  Motion to adjourn:  Moved: Barb Watts  Seconded: Greg Murphy |