

MINUTES OF THE EXECUTIVE MEETING HELD AT 8325 RIVERSIDE DR. E., WINDSOR, ON MONDAY, NOVEMBER 6, 2017 AT 9:30 A.M.

PRESENT: Bill Bowden, Leo Couture, Jim Sparrow, George Merrett, Marg Clarke, Judy Bowden, Art Dubé, Ray Guillet, John McLaughlin, Marilyn Laframboise, Roger LeBlanc, Gord Miall, Toni Michalczuk, Val Luscott

1. President Marg Clarke called the meeting to order at 9:30 A.M. and welcomed all,
The Statement of Purpose was read by Secretary George Merrett.
2. **Motion to approve the Agenda – moved by Jim Sparrow; seconded by Gord Miall. Carried**
3. **Motion to accept the Minutes of the October 6, 2017 Executive Meeting - moved by Judy Bowden; seconded by Ray Guillet. Carried.**
4. BUSINESS ARISING FROM THE MINUTES
 1. John McLaughlin has purchased a new computer.
 2. Revision of District 7 brochure – George, Art, and Leo will review and report in January.
 3. Provincial Transition Nominating Committee – unfortunately Jim S. did not meet the criteria for nomination.
5. CORRESPONDENCE – Marg Clarke
 - Memo from David Kendall – 50 Best Hits of the 1960's*
 - 50th Anniversary Update – Volume III*
 - Memo from Martin Higgs – Transition Nominating Committee
 - Appointment of Sapna Goel as Director of Communications for the RTO/ERO Foundation
 - Update from the RTO/ERO Foundation
 - Memo from David Kendall re: Toronto Harbour 50th Anniversary Cruise-May 28, 2018*
 - Resolutions Passed at Fall Senate – October 24-25, 2017
 - News Release from the RTO/ERO Foundation
 - Memo from David Kendall – 50th Anniversary District Awards
 - Liaison Report from the Pension and Retirement Concerns Committee*
 - News from the RTO/ERO Foundation
 - New RTO Bylaws and Policies
 - Highlights and Resolutions of the P.E. Meeting – October 23, 2017
6. TREASURER'S REPORT – Leo Couture
 - Budget Forecast forms are due to Leo. Failure to submit will allow Leo to “fill in the blanks”.
 - Leo presented the Balance Sheet, Interim Income Statement, and Monthly Transactions Sheet.
7. Approval of the Treasurer's Report **Motion – That the Treasurer's Report for November 6, 2017 be accepted – moved by Leo Couture; seconded by Ray Guillet. Carried.**
8. EXECUTIVE REPORTS
 - President – Marg Clarke
 - Emailed various memos, etc. to Executive
 - Attended Fun & Fellowship at Oak Park. Everyone there had fun and enjoyed themselves with the activities provided by Glenna. Chartwell also provided a great assortment of “goodies”
 - Attended Breakfast Club
 - Assisted with the newsletter mailing
 - Attended Pre-Senate Meeting in St. Thomas. Discussion about the new By-Laws and the Transition Nominating Committee
 - Attended Fall Senate. Senate ran pretty smoothly. The new By-Laws and Policies were passed. Committee chairs gave their reports and elections were held. The Provincial Executive until May 2018 will be:
 - Past President – Martin Higgs

President – Martha Foster
First V.P. – Rich Prophet
Second V.P. – Judy Bowden
Executive Members – Richard Goodbrand & Louise Guerin

Attended Fall Luncheon
Prepared Agenda for our meeting

Past President – Jim Sparrow

- attended Fun and Fellowship get-together; Good fun, good fellowship. Glenna did a great job organizing and "mc'ing" the afternoon
- assisted with newsletter labelling
- attended Breakfast Club at the Sandwich Nook
- attended Fall Senate
- attended Fall Luncheon

Note: Most evenings were spent calling and e-mailing Senators in an effort to get support for Dave Kendall and Judy. Sent 54 e-mails and made 71 calls.

First Vice-President/President-Elect – Bill Bowden

- attended Senate in Toronto
- attended 50th anniversary meeting
- attended Breakfast Club at Sandwich Nook

Second Vice-President – Art Dubé

Awards committee met (Marg, Judy and Art) and selected recipients of Lenore Graham Award and Outstanding Service Award

Collected Bios for awards that were then reconstructed into introductions for the presentations at the Fall Luncheon

Created templates for awards

Purchased/restocked certificates (for present and future presentations) and holders; will need to purchase additional frames

Made and printed awards and Lenore Graham Bio

Attended Fall Senate

Attended Communication Workshop dealing with Social Media (Facebook) and Web site management (Drupal)

Corresponded with Eleanor Douglas about District 7 communication (ongoing)

Updated Facebook and tweaked District 7 Web page

Attended District 7 Fall Luncheon and did my first 2nd VP stuff!

9. EXECUTIVE COMMITTEE REPORTS

Awards Committee – Art Dubé

Awards were presented at Fall Luncheon. Jim and George expressed appreciation to the Executive for their awards.

Bursary Committee – Bill Bowden

I hope we receive many applications for bursaries and this year's Most Valuable Student Award at the University of Windsor.

Constitution Committee – Jim Sparrow

Some changes will need to be made this year. Approval will be at the Annual Meeting on May 9, 2018.

Nominating Committee – Jim Sparrow N/R

Resolutions Committee – Bill Bowden N/R

10. STANDING COMMITTEE REPORTS

Archivist – Emy McBride N/R

Communications Committee

a) Newsletter Editor – John McLaughlin

The mailing list has become quite arduous lately. The issue will be revisited at the December. Executive Meeting.
Assistant Newsletter Editor – Gord Miall N/R

b) Public Relations and Media Representative – Judy Bowden N/R

c) Website – Eleanor Douglas N/R

d) Data Manager – Paul Barber –N/R

Bill Bowden, as the Co-ordinator of the Communications Committee, thanked all committee members for their excellent contributions.

Goodwill Committee

Mary Mason

We continue to send out cards ~ sympathy, get well, thinking of you, etc.

Our Fun and Fellowship was held in October and was enjoyed by all, but our attendance was down. Refreshments were delicious and plentiful. A special thanks to Chartwell Oak Park Terrace Retirement Residence for their hospitality.

We have begun to work on our Christmas card list and bags for shut-ins.

Glenna, Helen and Mary will be getting ready to mail out the Christmas cards.

This is a busy season for us, as we don't want to forget our retirees.

Please continue to inform the committee if anyone needs a card.

Merry Christmas!

Glenna Hemphill

Birthday Cards – 19; Thanksgiving Cards – 47; Halloween Cards – 48; Telephone Calls Received – 3 (thank you for cards); Visits – 4

We have begun shopping for Christmas bags for those members over 90 or in Senior Residences. This year I have 22 bags to prepare for the county and 71 for the city. Val and Glenna will do the deliveries. The bags will include: 2 packets of Kleenex, a toothbrush and toothpaste, a candy cane, a chocolate bar, chocolates from the Golden Chocolate in St. Clair Beach, a small can of Pringles (if they are available), and an ornament.

We have begun getting Christmas cards ready for mailing. Thank you to Helen Biales for all her help. It is much appreciated.

Fun and Fellowship at Oak Park was a good afternoon. Although we were down in numbers, those present seemed to enjoy the afternoon. Next year we are in the county.

Val Luscott

Thanks to Glenna for taking over several of my duties while I was incapacitated.

Health Services and Insurance Committee – Bill Bowden

I have received many calls since our last meeting.

1. A member called with a trip cancellation problem in The U S A. After numerous calls and letters, the member called me. I spoke with Allianz to relay our concerns. Privacy naturally was involved but the next week the member was informed her very large claim would be covered. My only question was why it took so long?
2. Member called about her husband's upcoming retirement and she could get them both covered as a couple under our plan.
3. Two members called about out of province coverage and what they would need.
4. Another member called and had several questions about Venngo, how to set it up, what was involved and the benefits.
5. A member contacted me concerning our Fall Newsletter and the Health article involving Best Doctors and Eldercare Select.
6. A member enquirer about a medical procedure being performed in a doctor's office as opposed to the hospital. There were conditions that would have made it more comfortable for the member. However, it is not covered as I am sure many of you know.
7. Question about portion of a prescription we pay and the tax deduction for same.

I explained to the member about the letter we get from Johnsons in the new year and what is listed in the mailing.

Membership Records – Glenna Hemphill

From the age – banding report: Females – 1479; Males – 857; Total – 2336; a decrease of 18

Answered I email regarding a change of address

Member Services – Marilyn Laframboise, Roger LeBlanc

We attended the *Amicale* luncheon on October 25th (for French language system retirees which includes teachers and support staff). We distributed a two-sided invitation to the April 25th Anniversary luncheon to each of the 65 participants (the two pages that were in the newsletter). We also gave each participant an invitation to participate in the Family of teachers activity. Based on the invitation from the newsletter, we produced a French language version of the invitation (see attached) which describes the activity and provides Gord's contact information.

On November 3rd, Gail Knox contacted us to advise us that Stephen Wong, the new Director of Health Benefits, is working on the slotting of the dates for the retirement workshops.

Pension and Retirement Concerns – Gord Miall

Inflation adjustment for January will be 1.6%. All pensions will be fully indexed.

Federal Bill C-27 is still a hot topic and presents considerable concerns. It will be a focus of suggested actions for the P.A.C. in the next election.

Political Advisory Committee- Ray Guillet

Oct. 4 – attended Executive meeting

Oct. 15 – prepared and mailed 50th Anniversary invitations to local MPP's, Mayor of Windsor and Warden of Essex County

Oct. 17 – emailed information re Hydro rates to all Executive members

I will continue to forward to the Executive material that I receive that may be of interest.

Social Committee – Toni Michalczuk, Freddie Beekhuis

The food and service was very good at the Fall Luncheon.

Travel Rep – Bill Bowden

Nov. 21 trip to Great Lakes Crossing is sold out.

I submitted trip requests and budget to Leo.

The Breakfast Club continues Nov. 9 at the 42 Diner on naturally County Road 43(just kidding) at 9:30. Hope to see you all there. This has become a very successful venture and I would like to thank all attendees over the years.

11. AD HOC COMMITTEES

50th Anniversary – Val Luscott

Val thanked Leo for stepping in while she was convalescing.

A reminder of the celebration will continue to be sent to all members monthly. Leo took a preliminary count of Executive members and guests who will be attending.

Charitable Foundation Rep – Margaret Clarke

The report was forwarded by Marg in an earlier email.

Grant and PSTO Committee – Bill Bowden N/R

TELC – Judy Bowden – N/R

12. PROVINCIAL REPORTS

Provincial Executive – Judy Bowden

Judy sent Highlights and Resolutions from the Oct. 23 PE Mtg in a separate email to Executive members.

Constitution Committee – George Merrett

The Committee assisted with the Fall Senate acting as the Resolutions Committee and the Speaker's Team. In addition the Committee presented an Orientation Session for new attendees on Monday afternoon. The Senate went smoothly.

With the new governance set-up the committee will be reviewing the Model District Constitution and hopefully have it distributed by early spring so that Districts will be able to revise their constitutions at that time. It is not anticipated that major revisions will need to be made. Districts may have to revise their procedure and timeline for the election/appointment of Senators and Observers as these will need to be one-year positions.

I have been re-appointed for another three-year term. The Constitution Committee will be renamed the Governance Committee once the new Governance Model takes effect.

I thank District 7 for their continued support.

Governance Ad Hoc Committee Report- Jim Sparrow, Judy Bowden

All motions pertaining to the new By-Laws and Policies under the Federal Not-For-Profit Act were approved at Senate, with very little debate. I believe the two workshops held this year provided enough information to satisfy the Senators. According to the President, our mandate finished as of the end of Senate. Many members of the Committee, including me and some Executive members, including Judy, believe the work of the Committee is not done and won't be done until the 2019 Annual Meeting is finished.

PSTO Committee – Bill Bowden

A few changes have been made in the application form and we have a new Chair.

13. NEW BUSINESS

1. Three motions were passed using the Between Meeting Protocol: 1. (Oct. 17) **Motion – That Jim Sparrow and Eleanor Douglas be presented with Lenore Graham Awards – moved by Art Dubé; seconded by Marg Clarke. Carried.** 2. (Oct. 17) **That George Merrett be presented with the Outstanding Service Award – moved by Art Dubé; seconded by Marg Clarke. Carried.** 3. (Oct. 23) **That District 7 pay travel expenses and one night hotel accommodation for Art Dubé to attend a workshop put on by some members of the Provincial Communications Committee in Whitby on Friday, Oct. 27 – moved by Jim Sparrow; seconded by Leo Couture. Carried.**
2. Translating materials into French
Motion – That an Ad Hoc committee of the Executive be established to study the issue of District 7 French Language communication, including services and types of documents provided, and report to the January Executive Meeting. – moved by Leo Couture; seconded by Judy Bowden. Carried.
Leo Couture, Ray Guillet, Marilyn Laframboise, Roger LeBlanc, and John McLaughlin agree to serve on the committee.
3. Considerable discussion was held regarding attendance at District 7 luncheons. Several suggestions were made.
Bill Bowden, Toni Michalczuk, and Freddie Beekhuis will study the issue and report to the Executive in the spring.
4. The Annual Meeting on May 9, 2018, will be held at the Caboto Club with light finger food provided.

Important Dates to Remember

November 9 – Breakfast Club – Route 42 Diner – 2825 County Road 42

November 21 – Great Lakes Crossing Trip

December 4 – Executive Meeting

December 13 – deadline for submissions for special Newsletter

December 14 – Breakfast Club – Jerry & Jenny's – 11256 Tecumseh Rd. E

January 8 – Executive Meeting followed by Newsletter mailing (lunch will be provided)

The meeting adjourned at 11:54.

Minutes submitted by: George Merrett, Secretary, District 7

