

Upper Grand Occasional Teachers' Local
Executive Meeting
Tuesday, April 24, 2007 at 5:30 P.M.
Ruth Tomlin's Home, Orangeville, On.

Present: Marina Howlett, Donna Henderson, Ted Pritchard, John Ritchie, Carol Christie, Pat Klypycz,
Ralph Rainford, Ruth Tomlins, Barb Walkey

Regrets: Andrew Aloe, John Parkyn

1. Call to Order and Welcome: Marina welcomed the Executive members to Orangeville and thanked Ruth for offering her home. Donna presented Ruth with a plant.

2. Additions/ Approval of the Agenda: Add- #13 (a) Administrative Assistants' Day
'Motion 1' "Move to accept the Agenda with addition- Administrative Assistants' Day."
Moved by Ralph Rainford, Seconded by John Ritchie CARRIED

3. Approval of minutes of the March 27, 2007 meeting:
'Motion 2' "Move the minutes of the March 27, 2007 meeting be accepted."
Moved by Donna Henderson, Seconded by Carol Christie CARRIED

4. Treasurer's Report: Balance in Chequing- \$17,137.34; in Savings- \$4352.17. There will be PD expenses of approx. \$3000. We have \$3900 on the PD line. We are in good financial shape.
'Motion 3' "Move to accept the Treasurer's Report."
Moved by John Ritchie, Seconded by Carol Christie CARRIED

5. President's Report: (a) Release Days: Total: Sept. 06 – Mar. 07- 58.5 Apr.-7
(b) Other Release Days (local pays) June 11,12(three people)-6 days:
Three people will be going to the GHOT's Meeting.
(c) UGOT Note cards/envelopes update: Marina has ordered 150 note cards and 200 envelopes with white and red in the ETFO logo. They will be picked up in April.

6. Constitution Revision: Jan Grant is working on the revisions of the Constitution for the Website. The Executive will review the changes at the meeting May 21 and then accept the changes on the website. A newsletter is coming out as soon as possible. The newsletter will also talk about an E.I. workshop on June 21.

7. Professional Development Event, Friday, April 27, 2007, library, J.D. Hogarth School, Fergus: At this time there are 84 registered. Lunch will be light bun sandwiches.
Registration- (8:00) Ralph R., Carol C., John P. and Jackie Grey
Introductions- Ted P., John R., Guest Speaker- Marina H. Either thank or find someone else to.

8. Upper Grand OT's Annual Meeting, Thursday June 7, Wellington County Museum, Aboyne Hall, 4:45 - 8:00 p.m: **Nomination forms** are to be completed and returned by 4 p.m. Fri, May 18.
Registration is to be done by John R., Barb W., and Ralph R.
Reports will be on topics of: P.D., WHIMIS, Upcoming Collective Bargaining, SEMS.
Presentation of information for members will be made by Johnson Inc. Insurance.

At 5:30 p.m., Barb Walkey and Pat Kalapaca, who is also the Parliamentarian for the Constitution will present the **slate of officers** and run an **election** if needed.

Entertainment will be a Penny Table run by Andrew Aloe and Donna Henderson. Each of the Executive is to bring 5-6 items.

Door prizes could be wine and plants. We will decide at the next meeting where the donation will go this year and if there is to be wine on the tables.

9. UGOT Sweatshirt/Tee shirts: We tried on various sizes and styles of the proposed garments. Marks Work Warehouse is the supplier and has the logo for UG all ready registered. The logo has been slightly revised for the OT group. The colours are blue printing with a red check mark on a white shirt. We may purchase some extras to use as prizes at some of our meetings. Thank you to Pat Klypycz for making all the inquiries.

10. OTIP Insurance coverage: Buying full year coverage saves costs instead of purchasing per event. Cost is \$461.as of Jan.1.

‘Motion 4’ “Move to approve the Business Liability Insurance Coverage from OTIP on April 16, 2007 in the amount of \$461.68.”

Moved by John Ritchie, Seconded by Carol Christie CARRIED

‘Motion 5’ “Move that the Liability Insurance be reviewed by the Executive on an annual basis.

Moved by John Ritchie, Seconded by Barb Walkey CARRIED

11.GHOT’s Report: The GHOT’s Conference will be June 10, 11, 12, at the Bayview Wildwinds, Orillia. We are to arrive by 2:00 for set-up. Our responsibilities are raffle prizes and the Hospitality Room. We are to look into finding door prizes (approx. \$10-\$25- at least 6). Decisions about roles and who is a delegate (at least 3) will be made at the next meeting.

12. Provincial Report: OT Collective Bargaining Regional Workshop, Apr. 24. Marina attended. Things that we see as needed in our Agreement should be addressed. Both ETFO and OT Presidents are working together to rectify any bad situations. We are in good shape compared to some other OT’s. We need to survey our membership and look at timelines in September. One issue is some schools are not paying for any extra time on the schedule because of balanced days.

Provincial Selection Committee: Marina is serving on this committee.

13. Other Business: (a) Administrative Assistants’ Day: As a gesture of goodwill we are honouring Jan Grant and Anne Smith for all the extra office work they do for the OT’s.

“Motion 6’ “Move that we purchase two gift certificates for the Administrative Assistants (Anne Smith and Jan Grant) in the amount of \$25 each from Meadowville Garden Centre.”

Moved by Ralph Rainford, Seconded by Pat Klypycz CARRIED

Meeting adjourned at 7:30 after a Mexican meal and a dessert prepared by Ruth Tomlins and Donna Henderson.

Thank you both.

Next Executive Meeting will be Tues. May 22, 2007 at 4:45 PM at Andrew Aloe’s in Waldemar. Andrew and Carol are in charge of the meal.