

Occasional Teachers' Local Executive Meeting

***Teachers' Local Office
Monday, March 27, 2023
4:30 pm***

Present: Kim Finlayson, Gayle VanAltena, Samantha Gowanlock, Laurel Mills (Holmes), Brahm Harrison, Tracey Peters, Jenn Jackson and Damon Holmes

1. Meeting called to order at 4:31 pm
2. Reading of the ETFO Equity Statement, ETFO Human Rights Statement and ETFO Land Acknowledgement by Gayle Van Altena.
3. Approval of the agenda
Mover: Jenn
Seconded: Damon
Carried.
4. Approval of the minutes February 27, 2023
Mover: Gayle
Seconded: Tracey
Carried.
5. Business arising from the last meeting(s) and/or action items from February 27, 2023 Executive meeting:
 - Swag (Tracey)
 - Quilt Piece/Logo for 25th Anniversary (Tracey)
 - POTS Registration (Kim)
 - - Doubletree Windsor, June 13-16 (Kim), June 14-16 (Brahm)
6. **Health and Safety Report, Jennifer Jackson**
Nothing to report

2022-23 Meeting Dates:

- March 30, 2023

- May 25, 2023

7. PL Chairs' Report, Kim Finlayson

Samantha has offered to attend the PL Meeting, via Zoom on Wednesday, April 26 beginning at 9:30am. I have shared the registration link with Samantha.

Upcoming Professional Learning

- Classroom Management for Occasional Teachers - March 29 [at the Teacher's Local], April 26 [at the board office] (2 parts)
- STEAM Workshop - April 27 (at the Legion)

8. Communications Officer Report, Gayle Van Altena

Website update-Samantha will create new website and then transfer URL from SIMLAM and contact them to ensure the change happens in a timely manner

9. Grievance Update, Kim Finlayson

10. Social Justice and Equity Report, Laurel Holmes

- Donation amount for Bids and Bites May 4 fundraiser for the Women's Shelters
- Motion by Gayle: Plan for \$500 donation
 - Moved: Laurel
 - Seconded: Jenn
 - Carried.
- Remaining backpacks and school supplies in storage, save to put on display at the Women's Shelter fundraiser then send with GIOptimism Place.
- Who plans on attending? Will need volunteers that evening.
 - Laurel will be released for the day as chair (Prearrange an OT)
 - Damon, Kim, Gayle, Tracey (maybe?)

11. Political Action Report, Gayle Van Altena

No report

12. Goodwill Committee Report - Samantha Gowanlock

- Kim to share note from SM

13. Constitution Committee, Brahm Harrison

No Report

14. Motion to accept committee reports

Mover: Gayle

Seconder: Sam

Carried.

15. Treasurer's Report, Brahm Harrison

- a. Current Balance in our accounts as of Friday, March 24, 2023

Chequing	\$ 110 018.12
GICs 1+1	\$ 3 496.08
Money Market	\$ 15 808.77
Total Balance of	\$129 322.97

- b. See attached treasurer's report of actual spending in comparison to the budget.

Move the treasurer's report as screened.

Moved: Brahm

Seconded: Tracey

Carried.

- c. Secretary to sign cheques.

- d. Monthly mileage review.

Move to increase rate to 68 cents as guided by CRA.

Moved: Gayle

Seconded: Brahm

Carried.

- e. Should invest more in GICs to meet the \$15 000 to \$18 000 in savings, evaluation financial situation.

Motion by Brahm: Non-cashable GIC invest of \$4 500 for a fixed term of 14 months at rate of return of 4.45% after term maturity to be purchased after April 15th.

Mover: Brahm

Seconder: Jenn

Carried.

- Further investment discussions will take place at the June meeting with regards to meeting savings goal of 25% of the budget as directed by ETFO Provincial.

16. Collective Bargaining Report, Kim Finlayson

Tracey looked over, renumbered the preliminary submission.

- Examining Thames Valley's Stipend Language for "Bonus" for daily OTs
 - Kim will draft stipend language
- Unqualified Pay Scale (Same Pay is Insulting)

17. President's Updates

- ★ Labour Management Meeting March 29

18. New Business

- Set GM Date and Preliminary Presentation to Membership TBA
- Share ETFO Accommodation Request Form and Information from ETFO
Move to adopt ETFO Accommodation Request Form and continue dietary restrictions as previously established in all PL forms and Executive Meetings.
Moved: Sam
Seconded: Gayle
- Creation of Local Choir via Zoom in preparation for ETFO's 25th Anniversary Celebrations

19. Next meeting/event dates:

ETFO Leadership -

OT Executive - April 24, 4:30pm at Teacher Local

Representative Council - May 17-18

Collective Bargaining Conference -

General Meeting - TBA

ETFO Treasurers' Training -

POTS - June 14, 15, 16 (Kim attending 3 days, Brahm 2 days)

Upcoming PL

20. Adjournment

Motion to adjourn.

Mover: Sam

Seconder: Tracey

Carried.

To Do:

- Tracey - jacket samples for next meeting

- Tracey - look into ordering 60 WHITE water bottles
- Send headshots to Sam for new website
- Choose alternates for PAM (August 13th/14th to 17th) at next meeting
- Kim - post Bids & Bites Save the Date to OTs

