

## ***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