

MINUTES OF THE CCRA BOARD MEETING

ZOOM Conference Call

January 19, 2022

10:30 am - 12:00 pm

**PRESENT**

Ellen Bull President

Marilyn Scott Vice President

Chuck Baker Director

Pat Brown Director (Membership)  
Michael Gauthier Director

Fiona Ghosh Bedlington College Resource

Pat Lee Director (Events)

Anne Longman Director

Renae Mohammed College Resource

Eva Zehethofer Director (Telecommunications)

Patrick Kusminder Guest

Samantha Corway Manager Sustainability, Centennial College

**REGRETS**

Luzia Bidwell Director (Webmaster)

**1.0 WELCOME & INTRODUCTIONS**

* E. Bull called the meeting to order at 10:30 a.m.

**2.0 SPECIAL GUEST – SAMANTHA CORWAY, MANAGER SUSTAINABILITY, CENTENNIAL COLLEGE**

* There have been challenges getting the community to actively participate in activities through the pandemic
* 2021 saw more activity; the College was able to work on a few pollinator garden projects, including at the Ashtonbee campus
* Food gardens were planted at Progress and Ashtonbee campuses
* Because of limited students on both campuses, all the food that was grown was sent to the residences. Tables were set-up for students to take what they wanted
* Moving forward, there will still be a focus on this naturalizing of campus spaces, continuing projects of native species plantings and looking how we can better assess the current states of our grounds
* There is also work being done on the adjacent ravines located around campus
* Spaces were reviewed around Progress campus with a consultant working on the A-Block building; there are good opportunities here for bat and owl boxes and working with TRCA
* A project is already established for the Progress campus outside of the cafeteria - another pollinator garden installation
* There are many other focuses on sustainability at the college:
  + Energy management:
    - Trying to meet a net 0 operation
    - Looking at energy across campuses and getting students involved in doing that work and continuing on in infrastructure
    - Creating efficiencies in water usage
    - A block expansion project is targeted to be a net 0 facility (produces enough energy as it consumes). It also has a strong Indigenous design element
    - EV chargers for Downsview to come in 2022
  + Waste management:
    - Trying to work on waste diversion strategies
    - One focus of this is expanding organics collection programming
    - We are looking to expand into collecting organic waste from cafeteria and office spaces
    - Working on several communications engagement materials to help college community understand importance of proper waste sorting
    - More outward engagement to come as COVID restrictions ease up
* Tried to put a focus on ideas from the college community as well. If there are ideas from this group, such as wanting to do an event on campus, Samantha is more than happy to do that
* Hope to continue the "Learn to Garden" webinar series and touch on other topics like composting
* Black History Month is coming up. Isaac Crosby will be presenting on synergy between growing food, Indigenous culture and African culture. It will be an amazing presentation in February
* C. Baker: How many EV chargers are generated at the campus? Suggests there will be a dramatic increase in electric vehicles
  + S. Corway: Agrees. By the end of 2020, Progress got another bank of EV chargers; the campus saw an addition of 15 EV chargers, led by applied research group. They are on an off-grid system, fed through solar power
  + There has also been an addition of Downsview EV chargers
  + Our campuses like Morningside only have 2-3 chargers available. We will probably see an increase of EV chargers along parking areas
* Companies let you know where your power is coming from and some companies connect their charging to street lighting
* We are always looking for more grants. Downsview project is in part funded by Natural Resources Canada
* Other EV's installed last 5 years were from a provincial grant. All of our chargers are level 2 and now there is level 3 which is more of a quick charge; we would like to add these in too, over time
* P. Lee: Has seen ads recently on equipment that you put your food waste in to compost, which then turns it into fertilizer. Asked if Samantha has heard of these
  + S. Corway: Has heard of these. You put the waste in one chamber and it feeds into other chambers and the output is the organic material; she doesn't think it takes too long. Samantha offered to share some links to units they have researched to the group. We have a faculty, Sam Glass, in culinary arts programming who was looking at that. Right now, we are looking at organic waste and disposing of it off campus. The goal is to turn this organic waste into energy. We were looking at options starting with the Progress campus due to garden beds - this building had a garburator system built into it but we are looking how to take all of the waste being created in the kitchens and turning it into compost material. We are also looking at students being involved in managing the program because they'd be using it.
* M. Gauthier: Thanked Samantha for coming. He is very interested in all the things she is working on and so happy the college is working with her to accomplish all these things that have such a significant impact on the environment. With regards to wood construction at A-Block, what is that?
  + S. Corway: The A-Block expansion project is the net 0 facility she mentioned. It is currently under construction and is a mass timber facility. Most buildings are made out of concrete which takes a lot of energy. Over the last 5 years there has been an uptick on buildings using wood structures. Wood itself is sourced from a plantation forest. We might end up being the first well-certified academic facility in Canada. Samantha will share some links with the group - the live feed webcam, some video virtual rendering tours of what facility will look like, and a virtual event from 2 years ago centered on climate change and smoke architecture
  + M. Gauthier: Is very interested in these links and also wants to pass it along to their membership
* E. Bull: Wants to make sure it's on their website and in the spring newsletter, too. Looks forward to working with Samantha and getting their members excited about this

**3.0 REVIEW, ADDITIONS & ACCEPTANCE OF 2022 CCRA AGENDA**

*Motioned by: M. Gauthier*

*Seconded by: M. Scott*

*Moved: All in fovour*

**4.0 REVIEW & ACCEPTANCE OF MINUTES FROM NOVEMBER 2021**

* P. Lee: Item 4.0, second bullet – correct to “Pat. B.”
* C. Baker: Item 4.0, "OCRA lifetime members are paying CCRA" – not clear enough. Correct to "are still paying CCRA yearly membership fees or annual membership fees"

*Motioned by: C. Baker*

*Seconded by: P. Brown*

*Moved: All in Favour*

**5.0 DIRECTOR’S REPORTS**

1. **President, Treasurer – Presented by Ellen Bull**

* E. Bull sent a bank statement to the group this morning. There are 2 outstanding checks that will close off the books for 2021. We are going to continue to have someone from Centennial finance to review these books. The review will need to be complete before we present them at the AGM. It really ensures accountability from our group to the college and our members
* We have the Flickr account. Flickr has been holding the pictures from all the past retiree events for 15 years. It was the original offline storage. We have paid $77.88 for this; we can post our pictures we take this year to it for storage. Because we do it this way, we haven't lost pictures over the years. When we got our new website, we were instructed to keep it. We should confirm this is what we should be using for storage or if we should move to something that is free or cheaper
  + M. Gauthier: Asked if that is the cost per year
  + E. Bull: Yes. Wants to make sure from a web designer that it's still recommended to use. If we all move on at some point in time, we do know historically that all pictures are banked here and are available to us. Thinks that the website has a page where we can go to for documents
* E. Bull: There is concern about financial passwords, passwords for Flickr, etc. There is a sheet but unsure of where we should keep it so it's safe. Can send out a copy if people are concerned
* M. Gauthier: Is it possible that Fiona/the college can look after this?
  + F. Ghosh Bedlington: Absolutely. Before Stephanie left, she was working on getting a folder on the college drive so that the group can access this. Can definitely continue this work so the group has access to it and also add a password folder. We will think about this and get back to you
* E. Bull: The other thing is that finances in the past were in binders and paper copies. We still have that but everything from a financial perspective is also electronic as well. Need to have somewhere to put these files, too. We will work with Fiona and Renae to find the best spot for this
* C. Baker: On December 22, 2021, we deposited $5,000. Is that from 2021 or for 2022?
  + E. Bull: 2021. We wanted to make sure we got it in December so it is for the 2021 year. President Stephenson is 100% supportive of our group and that kind of support will continue. When we see actual financial statements, we will be in good standing

1. **Membership – Presented by Pat Brown**

* One member did send in cheque to ODAE; will send email explaining why cheque will be sent back
* Hopes that everyone got message from President Craig Stephenson on January 1; it's a YouTube video from the President on marketing the college. Pat sent it out to the whole membership
* P. Brown: A retiree she knows personally said she went through her documents carefully and didn't see anything about the CCRA
* Patrick: Was definitely informed that he could join the CCRA when he was retiring. Thinks unless people didn’t notice or forgot, they were informed in broadcast forms. 14 months ago, there was an early retirement opportunity for non-teaching faculty but when he retired with faculty in June, leading up to that, he was guessing based on attendees to meetings that it was in the dozens, not hundreds of people retiring
* E. Bull: We will follow-up with HR
* Patrick: There were several faculty retirees last spring and summer in his department; not too many in Michael's department. Knows of people retiring that were non-facultyWas pleased to see familiar faces and names at the holiday party
* E. Zehethofer: Who is responsible for providing Andrew with the papers for the package for people who are retiring?
  + E. Bull: - it's all electronic now
  + P. Brown: Thinks that the situation will improve once people can meet with Andrew in person

1. **Events – Presented by Pat Lee**

* Pleased with number of members who attended holiday event. Felt it went well. Unfortunately, right after that we heard news of Omicron. Would like to look at a financial/taxes webinar event.
* Tax event for February
  + F. Ghosh Bedlington: Spoke with someone who could do a talk on retiree taxes. Asked the group if they would like it to happen before tax time
  + E. Bull: Yes, this should happen before tax time
  + F. Ghosh Bedlington: Will get back to contact right after this meeting
  + E. Bull: Suggested Fiona connects with Pat Lee. We could do the event at the end of February
  + P. Lee: If it's just setting up a webinar, Fiona and Pat could do that rather than a subcommittee. Could ask Fiona's contact for late February or a later date
  + E. Bull: An announcement will need to be made, and registration coordinated
* M. Gauthier to be involved in planning tax event as well

1. **Telephone Communications – Presented by Eva Zehethofer**

* No updates

**6.0 BUSINESS ARISING**

1. **2022 Calendar of Events – AGM Date**

* E. Bull: If April is not in person, do we want to have an AGM in April, or should we wait until fall and have an actual in person AGM? in the past, it's been October around thanksgiving. Likes spring, but hates the Zoom meetings for AGM's because the discussion isn't as good. This is something for the Board to think about
  + E. Zehethofer: There is only so long we can wait
  + E. Bull: We are fine to move it again according to bylaw
  + P. Lee: Thinks there would be more interest from the membership for an in-person meeting
  + M. Scott: Agrees
  + E. Bull: Anything we do in spring or summer would have to be outside. With COVID and our vulnerable population members, we can't consider anything inside at this time. We could look at this. Right now, it looks like spring is inside
  + A. Longman: Thinks it would be best to do it in the fall
  + M. Gauthier: Agrees
* E. Bull: Moves that we set AGM for fall this year - Wednesday October 5th tentatively for fall meeting and AGM meeting**. Motion passed**.
* M. Gauthier: Suggested reserving the 8th floor in case it is in person

1. **Membership & Bylaws re OCRA membership for AGM-** (It was later noted than OCRA membership is not in the Centennial Constitution or Bylaws so the decision does not need to go to the AGM for a vote.)

* E. Bull: As Directors, we can make recommendation that we separate OCRA payments from Centennial.
* C. Baker: Do we know what the impact of this will be?
* E. Bull: There will be no impact on us but members will join OCA on their own.
* M. Gauthier: We will start getting money from our members
* E. Bull: Agrees. We have to decide if are we asking for a membership fee, what will it be and what is it for. The bylaws are 20 years old. When we look at membership definitions of bylaws, it is exactly like OCRA in that a retiree is someone who gets a CAAT pension. Thinks this is very exclusive. As a retiree group, it says you have to have this to belong to our association. People who have many years with Centennial and many part- timers who have worked for years cannot be a retiree member. They can be an associate member, but can't vote and can't be a Director. Thinks this is outdated. We are not a college of full-timers; we are a college of contract, sessional, etc., who aren't eligible. Would suggest taking out OCRA and expanding membership to say if you are a long-term employee 10+ years, you can be a regular member with voting and be a Director. That's a change to the bylaws. Doesn't think this is what Centennial should be. We should say that we value anyone who is loyal
* E. Zehethofer: Was involved in a conversation similar to this several years ago. It seemed to her there were various problems raised. Thinks we should include a way to review this whole matter of who can become a member and a voting member and determine a way to build in how to review this over periods of time
* E. Bull: Would like people to automatically be a member, then they decide if they don't want to be. If we do it that way, then HR can give us the emails and we are welcoming people when they retire instead of saying “Apply, and we'll see if you fit the criteria.” We can give them the option to unsubscribe or decline just like any other group
* P. Lee: For faculty that are part-time, how would we know they are no longer going to continue? Has a friend who teaches at the college who is cutting down her teaching hours. Who will tell us that she is no longer teaching there?
* E. Bull: Doesn’t know we can get that information. We could start to promote it and have HR say that person is eligible, then approach them
* P. Lee: Agrees with concept. Andrew knows those who are getting CAAT pensions. What about those who have been with Centennial a long time but are no longer getting a contract? They wouldn't be included in Andrew's stream
* E. Bull: We would have to market it and communicate it in some way. The union now is covering part-time and part-load. We can say as CCRA, we welcome any employee over X years. We may or may not know the contract people, but once we start to communicate this, it makes it easier. Right now, these people don’t consider themselves long-term employees. If this is what we want to do, we promote it to the President and HR
* M. Gauthier: Loves this idea. Thinks that it is complicated and has a lot of impact. Maybe everyone on the Board gets together specifically to discuss bylaws and membership then decide. Would this review e ready to present at the AGM? Would the membership need to vote on these changes to the bylaws?
* E. Bull: Yes
* P. Lee: Thinks there is an email broadcast for employees considering to retire and that it goes out to everyone, not just full-time faculty - is that correct? Maybe in that broadcast we can put something in there about joining CCRA and that it's for all college employees so we can start delivering the message of what we are standing for, if that’s the way we want to go
* C. Baker: This sounds really good. Likes idea of making it more inclusive
* M. Scott: It is important to note that President Stephenson said this isn't an endeavor we will take on our own; we'll have support. It's not necessarily on our shoulders if we move this way to find all these people
* E. Bull: It may be an opportunity for us to help volunteers and recognize their volunteer hours because there is no recognition currently. Would like to recommend we separate the automatic membership in OCRA. It wouldn't be included in our membership and we don't have to bring it to AGM because it's not in our bylaws. Joining OCRA and/or Centennial is an individual decision.
* M. Gauthier: Suggested waiting on this. People in the CCRA would be part of this discussion. Would the college be involved too?
* E. Bull: At this point in time, would like to suggest we all need to take time to reflect and think about it and come up with questions. This is a good topic for the Board to think about where we want to be going and what we want this association to look like in 20 years
* M. Gauthier: Suggested this topic is big enough and important enough for it to be discussed separate from a Board meeting

**7.0 NEW BUSINESS**

1. **Report on Meeting with President Craig Stephenson**

* E. Bull: Marilyn and Ellen spoke to President Stephenson about the many retirees who couldn’t celebrate their retirement. This is an opportunity for us to become involved with celebrations. He was thinking about doing something in June or September to call back the retirees for a celebration if we can do it. This would be a great time where we could be involved to say welcome, you can join us.
* E. Bull: One of the issues that came up in the discussion with President Stephenson was the number of retirees in the past year. We only have 15-20 names tops and we have missed a lot; we do not have the connections with the ones who have left, so it's a problem for us. We will be looking at more proactive measures in the future.
* M. Scott: The package people get when they retire contains a lot of information. Retirement can be a stressful and anxious time for people. Perhaps people aren't looking at things as closely as they should. It's an overwhelming time with many forms. We will sort that out so our information will jump out

1. **New Events**

* Speakers secured for retiree tax and financial planning session
* Subcommittee will meet to finalize Tax Event and Spring Lunch

**8.0 NEXT MEETING/EVENT DATES**

* Wednesday March 9, 2022, 10 a.m. – 12 p.m. – Meeting to discuss/review membership and bylaws
* Wednesday April 13, 2022, 10:30 a.m. – 12 p.m. – Board meeting
* Wednesday May 11, 2022, 10:30 a.m. – 12 p.m. – Board meeting
* Wednesday June 15, 2022, 10:30 a.m. – 12 p.m. – Board meeting
* Wednesday September 14, 2022, 10:30 a.m. – 12 p.m. – Board meeting
* Wednesday October 5, 2022, 10:30 a.m. – 12 p.m. – Fall AGM
* Wednesday November 9, 2022, 10:30 a.m. – 12 p.m. – Board meeting
* Wednesday December 7, 2022, time TBD – Holiday lunch

**8.0 OTHER BUSINESS**

* C. Baker: Section 11.7 of bylaws – last sentence contains a grammatical error. Should read: "Board members present will choose one of the members to assume the position of chair."
* E. Bull: Will correct this
* Motion to adjourn 12:19 p.m.

**MEETING ADJOURNED AT 12:19 P.M.**