

MINUTES OF THE CCRA BOARD MEETING

ZOOM Conference Call

June 15, 2022

10:30 am - 12:00 pm

**PRESENT**

Ellen Bull President

Marilyn Scott Vice President

Chuck Baker Director

Luzia Bidwell Director (Webmaster)

Pat Brown Director (Membership)

Patrick Kusmider Director

Anne Longman Director

Renae Mohammed College Resource

Ing Sutanto Director (Treasurer)

**REGRETS**

Michael Gauthier Director

Fiona Ghosh Bedlington College Resource

Pat Lee Director (Events)

Eva Zehethofer Director (Telecommunications)

**1.0 WELCOME & INTRODUCTIONS**

* E. Bull called the meeting to order at 10:35 a.m.
* Introductions and welcome

**2.0 REVIEW, ADDITIONS & ACCEPTANCE OF 2022 CCRA JUNE AGENDA**

*Motioned by: Ellen Bull*

*Seconded by: Luzia Bidwell, Marilyn Scott*

*Moved: All in favour*

1. **REVIEW & ACCEPTANCE OF MINUTES FROM MAY 2022**

* Correct second last bullet on page 2 of Director’s report. Should read, “CCRA will submit…”
* Correct page 3, point F in Sustainability section of minutes. Remove “time?”

*Motioned by: Ellen Bull*

*Seconded by: Anne Longman, Pat Brown*

*Moved: All in favour*

**4.0 DIRECTORS’ REPORTS**

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

* OCRA Meeting: Date is not ideal – it is taking place on the Wednesday before long weekend. E. Bull will contact Yvonne with a note asking if there will be Zoom coverage for this since we’d have more members interested in attending this way, instead of traveling to attend
* Fall College Event-
  + M. Scott and E. Bull have been following-up on fall events at the College. No details yet. M. Scott had a conversation with Dr. Craig Stephenson. They are planning a College-wide event and we will be a part of that. M. Scott will follow-up after convocation is done and Dr. Stephenson is a little less busy
  + M. Scott and E. Bull will continue to follow-up on this throughout the summer. It is not our event, it is a Centennial event, but we are happy to be a part of it and support
* A message will need to go out to the members to let them know we are hoping to have in-person events and more activities in the fall – E. Bull will draft this in a summer letter
* P. Kusmider noted that it is important for upcoming meetings to be a hybrid model
* E. Bull to check with M. Gauthier regarding any more information on gardening
* Thank you note will be sent by E. Bull to those who represented the Association volunteering at convocation. R. Mohammed and F. Ghosh Bedlington to let E. Bull know who from the CCRA attended convocation.

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

* No new members
* No further email spam
* One member has passed away (Dale Watson, School of Transportation)
* One member has moved away
* Our current membership is around 227 members
* No notifications received from College about new retirees
* P. Brown to follow-up with Andrew regarding list of new retirees

1. **Events – Presented by Ellen Bull on behalf of Pat Lee**

* P. Lee, P. Brown, E. Bull and L. Bidwell to draft Executive Report for the newsletter for AGM as a summer project

1. **Treasurer – Presented by Ing Sutanto**

* I. Sutanto and E. Bull met to discuss financial ideas
* I. Sutanto is working on bank books and bank balance
* Reimbursement for gift cards from Spring event has been paid
* As of June 9th, there was one cheque paid to insurance company, but it has not been cashed yet
* Future expenditures: Fall meeting with luncheon, holiday meeting, donation for Christmas basket in December, and scholarship payment
* Another thing to consider is funding a book or course bursary to help link back to our members and encourage their ongoing learning; something for the group to consider over the summer
* Just received financial report back from Joanne Pan for the annual review. This will be brought forward in the fall and presented at the AGM.

1. **Webmaster – Presented by Luzia Bidwell**

* No updates
* Word Press: E. Bull to look into training for group to learn how to use this tool

1. **Telephone Communications – Presented by Ellen Bull on behalf of Eva Zehethofer**

* No updates

1. **Sustainability @ Centennial Events – Presented by Ellen Bull on behalf of Michael Gauthier**

* No updates

1. **BUSINESS ARISING**
2. By-laws – Suggested Revisions

* If numbers in the by-laws are changed, this will have to be brought to the AGM
* E. Bull to make formal requests to group to approve by-law revisions via email

1. Fall College Event for Retirees

* Please see President’s report above

1. **NEW BUSINESS**
2. OCRA Annual Meeting @ Georgian College, June 29

* Please see President’s report above

1. Fall Membership Drive

* Generally kicked off at AGM
* Will need to discuss membership money and make wording clear between us and OCRA and the associated fees
* Our brochure, package and messaging can be clearer regarding who the money is for and what our purpose is versus OCRA
* M. Scott has begun a brief on fees
* C. Baker suggested it would be good to ask what people think about the CCRA when they are retiring
* When COVID hit, we were working on a marketing campaign; we were starting to get invited to Centennial activities so we could start to be known. Perhaps we need to be included in the orientation package
* A presence at retirement seminars for current employees would also be ideal; these are very well attended seminars. We need to work with Andrew to increase visibility so the Association becomes an integral part of Centennial College
* Discussion around waiving $10 membership fee
* Discussion around automatically becoming CCRA member with an option to opt out

1. **NEXT MEETING/EVENT DATES**

* Wednesday September 14, 2022, 10:30 a.m. – 12 p.m. – Board meeting
  + R. Mohammed and F. Ghosh Bedlington to see if September 14th could be in person and what room/space is available for a hybrid meeting; look into which campus has the best parking available
* Wednesday October 5, 2022, 10:30 a.m. – 12 p.m. – Fall AGM
  + Proposal to poll members to see what views are regarding Saturday events and meetings (this would avoid parking issue at the College)
  + Survey Monkey poll to be sent to membership once it is confirmed that the School of Hospitality is open/available to us
  + This could also apply to December event once we see how the October event works; however, it could be problematic for a Saturday event during the holidays. We will need to look at when classes end
  + E. Bull has sent email to Mike Daly about being a presenter at the AGM
  + Perhaps we offer a speaker in January or November
  + AGM has always started at 10:30 with the meeting, then lunch, then speaker. It was suggested to change this to meeting, speaker and then lunch. We may want to look at doing it this way; the agenda needs to be ready to send out in September
  + If Mike Daly is available, E. Bull may send out an email in the summer asking for group’s approval to book Mike Daly as a speaker for the AGM so we can move forward
* Wednesday November 9, 2022, 10:30 a.m. – 12 p.m. – Board meeting
* Wednesday December 7, 2022, time TBD – Holiday lunch

1. **Motion to adjourn**

*Motioned by: Ellen Bull*

*Seconded by: Marilyn Scott, Luzia Bidwell*

*Moved: All in Favour*

**MEETING ADJOURNED AT 11:35 A.M.**