MINUTES OF THE CCRA BOARD MEETING - via zoom

Wednesday, January 8, 2025

10:30 a.m. – 12:00 p.m.

**MEMBERS PRESENT**

Marilyn Scott President

Gail Derrington Director (Events)

Chuck Baker Director

Pat Brown Director (Membership)

Moreen Jones Weekes Director (Treasurer)

Rick Foren Director

**REGRETS**

Luzia Bidwell Director (Webmaster)

Fiona Ghosh Bedlington College Resource

**1.0 WELCOME & INTRODUCTIONS**

* M. Scott called the meeting to order at 10:40 a.m. welcomed Board members and R. Foren to his first meeting as a Board member.
* P. Arora is no longer with the College and F. Bedlington was unable to attend the Board Meeting.
* G. Derrington volunteered to take the meeting minutes.

**2.0 REVIEW & ACCEPTANCE OF JANUARY 8, 2025 MEETING AGENDA**

*Motioned by: M. Jones-Weekes*

*Seconded by: P. Brown*

*Moved: All in favour*

**3.0 REVIEW & ACCEPTANCE OF NOVEMBER 13, 2024 MEETING MINUTES**

*Motioned by: G. Derrington*

*Seconded by: M. Jones-Weekes*

*Moved: All in favour*

**4.0 PRESIDENT’S REMARKS**

* M. Scott hasn’t received a response to the numerous emails and voice mail messages she has sent to E. Zehethofer over the past year. The Board members unanimously agreed to remove E. Zehethofer from the Board.
* P. Lee has resigned from the CCRA Board.
* There are now three vacancies on the CCRA Board.
* The Board will work to fill these vacant positions as soon as possible.

**5.0 BUSINESS ARISING**

**Recruiting CCRA Members: M. Scott**

* R. Foren suggested a table be set up on the main floor of the Morningside campus to promote the CCRA to employees who are considering retirement.
* G. Derrington advised that permission to do this may be required from Human

Resources.

* P. Brown commented that Centennial’s culture has changed in terms of how staff interact with one another.
* P. Brown and R. Foren suggested inviting upcoming retirees to a free luncheon to learn about the CCRA.
* This event would provide attendees with the opportunity to engage with CCRA members.
* G. Derrington suggested the Board needs to be mindful of the role of the union and Human Resources with respect to this opportunity.
* The Board will engage in further discussion on this matter.
* **ACTION 1**: M. Scott asked R. Foren to draft a form for completion by employees considering retirement, who may interested in attending the free lunch (and information session) he and P. Brown have proposed.
* This matter will be discussed at CCRA’s Board Meeting in February.
* **ACTION 2:** M. Scott and G. Derrington will re-connect with Michelle Muscatello to continue the conversation on promoting the CCRA to upcoming retirees.
* M. Muscatello deals with support staff, so there is a need to be mindful of the role of the Union and Human Resources when having this discussion.

1. **Newsletter Submissions Date Revised: G. Derrington**

* Board members were reminded that G. Derrington will be sending out a request for content for the spring 2025 edition of the newsletter.
* Last fall’s tour of the “A” Block and the 2024 Holiday Lunch will be included in the newsletter.
* The goal is to send the newsletter out by the end of April or early May.
* **Action:** G. Derrington will advise the Board members of the deadline date for

receipt of newsletter content.

1. **OFFICERS‘ UPDATES**
2. **L. Bidwell – Webmaster**

* No update as L. Bidwell was not in attendance at the meeting.

1. **P. Brown – Membership**

* There are no new CCRA members to report at this time.
* Two new requests for membership have been received and paid for.
* Unfortunately, the individuals did not include their email address so P. Brown has been unable to follow-up with the individuals.
* A. Cartier was requested to send these individuals an email concerning this matter, however, to date he hasn’t heard back from the retirees.
* At the November 2024 Board Meeting, the Board agreed that the CCRA won’t charge new retirees the annual $10 membership fee if they join the CCRa in the year they retire.
* Process for Membership Renewal: Members can send an e-transfer to

[ccra.treasurer@gmail.com](mailto:ccra.treasurer@gmail.com) or pay by cheque. All cheques are sent to

F. Bedlington.

* M. Scott will remind F. Bedlington to send all CCRA mail concerning membership payments to M. Jones Weekes.

1. **M. Jones Weekes – Treasurer’s Update**

* M. Jones Weekes reported that recently one person has paid their membership fee.
* The balance of the cost for the Holiday Luncheon needs to be paid.
* P. Lee and M. Scott will be reimbursed for the expenses they incurred with respect to the CRRA’s Holiday Lunch.

1. **M. Scott - Events**

* Board members agreed a survey be sent to members who attended the Holiday Luncheon to provide the Board with feedback on the event.
* M. Jones Weekes suggested a few questions for the survey: What did you like about the event? What didn’t you like? Do you have any suggestions for future events?
* G. Derrington suggested that feedback on the survey could be shared with CCRA members.
* There was a discussion concerning the dates for the 2025 CCRA events. All Board members voted in favour of having the Annual General Meeting (AGM) in June.
* If the AGM in June is well attended, consideration will be given to scheduling future AGM’s in June.
* It was suggested that the guest speaker at the 2025 AGM be an expert in estate/tax planning or an individual who can speak to the benefits of being a CCRA member.
* Until the Event Planner position is filled, all Board members will be involved in some capacity with the co-ordination and tasks of upcoming events.
* Board members were requested to start thinking of a guest speaker for the Spring Fling.

**8.0** **NEW BUSINESS**

Board members are requested to please:

* Inform the President when they will be absent from a Board meeting.
* Provide the President with their telephone number.

1. **NEXT BOARD MEETING DATE**

The next Board meeting is scheduled for Wednesday, February 12 at the Progress Campus Event Centre.

**11.0 MOTION TO ADJOURN**

*Motioned by: R. Foren*

*Moved: All in favour*

**THE MEETING ADJOURNED AT 12:05 p.m.**