

**2016 ANNUAL MEETING OF THE ONTARIO COLLEGE ADMINISTRATIVE STAFF  
ASSOCIATION/  
ASSOCIATION DU PERSONNEL ADMINISTRATIF DES COLLÈGES DE  
L'ONTARIO  
(the "Corporation")**

**MINUTES**

**MINUTES** of the annual meeting of the members of the Corporation held at Kingbridge Conference Centre & Institute, on June 28, 2016 at the hour of 8:15 a.m. in the morning [EST].

1. Krista Pearson assumed the Chair, and confirmed Riley Burton as Secretary for the meeting.

Krista welcomed everyone to the meeting, noted that the agenda could be viewed on the screen. Some copies of 2015 draft AGM meeting minutes and 2015 draft audited statements were available on the tables.

2. Motion to approve the Agenda.

Moved: Barb Watts

Seconded: Alanna McDonell

Carried

3. Motion to approve Minutes of June 23, 2015.

Motion: That the meeting minutes of the general meeting of members from June 23, 2015 be approved.

Moved: Kelly Murray-Scott

Seconded: David Belford

Carried

4. Confirm Members Present in Person

It was confirmed that 31 members and one retiree were present (see Appendix 1 for listing).

It was confirmed that 1 proxy vote were received.

5. Confirmation of Directors:

Motion: That the following names are hereby confirmed as directors of the Corporation to hold office for the ensuing year or until their successors are elected or appointed or they otherwise cease to hold office."

1.	David Belford	West, Fanshawe	2011	2017
2.	Alanna McDonell	East, Algonquin	2011	2017
3.	Riley Burton	North, Confederation	2011	2017
4.	Krista Pearson	East, Algonquin	2012	2017
5.	Greg Murphy	East, Durham	2012	2017
6.	Janine Foster	East, St. Lawrence	2014	2017
7.	Shemeena Shraya	Central, George Brown	2014	2017
8.	Mary Lou McLean	East, Fleming	2015	2018
9.	Barb Watts	Central, Georgian	2015	2018
10.	<i>Charline Smith*</i>	<i>North, Cambrian</i>	<i>2016</i>	<i>2019</i>
11.	<i>Vacancy</i>			
12.	<i>Vacancy</i>			

*\*New Board member*

Moved: Mary Pierce  
 Seconded: Jason Drury  
 Carried

6. Financial Statements

Greg Murphy presented the Audited Statements highlighting

Total revenues of \$261, 423 and total expenses of \$269,254 for a loss of \$7,831.

Opening surplus for 2014: \$35,806

Closing surplus for 2014: \$38,930

There was a question about the reason for a reduction in staff expense from 2014 to 2015. This reflected a change in staffing with the Executive Director working part-time (4/5 time) for September – December.

Motion: That the Auditors Report be accepted.

Moved: Greg Murphy

Seconded: Jane Cooper

Carried

7. Appointment of Auditors

**“RESOLVED:** Freeman & Lourenco, LLP, are hereby appointed the auditors of the Corporation to hold office until the close of the next annual meeting of the members or until a successor is appointed, at such remuneration as may be fixed by the directors and the directors are hereby authorized to fix such remuneration.”

Moved: Greg Murphy

Seconded: Shemeena Shraya

Carried

8. Executive Report:

Krista Pearson provided an update about the state of OCASA:

CoP Working Group:

In October, OCASA offered a concept paper to the Committee of Presidents (CoP) in support of a system-wide leadership centre for college administrators, and other college leaders. OCASA requested a Working Group to further explore this concept and CoP supported this recommendation.

In May, after significant research, the Working Group offered a report to CoP recommending that, based on positive response for a system-side effort, further work to be done to conduct a market analysis and business plan for a potential system-wide leadership development and training service. In addition, there was general consensus that the task force should be led by Council with support from Colleges Ontario, OCASA and HRCC.

OCASA is pleased that this conversation is now at the provincial level and thanks CoP for their support, and for inviting OCASA to partner in further research and

planning. OCASA continues to further the professional interests of college administrators.

Moved: Krista Pearson

Seconded: Mary Lou McLean

Carried.

9. Adjournment:

There being no further business, motion that the meeting be terminated.

Moved: Alanna McDonell

seconded: Brenda Henry

Carried

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Chairperson  
Krista Pearson

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Secretary  
Riley Burton

## APPENDIX 2

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1	Abboud	Victoria	18	Murphy	Greg
2	Belford	David	19	Murray-Scott	Kelly
3	Burton	Riley	20	Neilsen	Shawna
4	Clark	Doug	21	Paul	Jennifer
5	Cooper	Jane	22	Pearson	Krista
6	Drury	Jason	23	Pierce	Mary
7	Giguère	France	24	Pridham	Andrew
8	Giroux	Michelle	25	Prud'Homme	Christian
9	Henry	Brenda	26	Rodgers-Rowley	Carri
10	Humphreys	James	27	Sampson	Jeff
11	Innocent	Judeline	28	Shraya	Shemeena
12	Mackey	Tammy	29	Swan	Bill
13	Marchant	Shelley	30	Trochimchuk	Bill
14	McDonald	Joanne	31	Watts	Barb
15	McDonald	Alanna	32	Weaver	Kevin
16	McLean	Mary Lou	33	Yantz	Greg
17	Munroe	Sara			