



## **ARTA Board of Directors – Briefing Notes November 21-22, 2023, Edmonton, Alberta**

These briefing notes serve as the highlights from the November 21-22, 2023, ARTA Board of Directors Meetings. Some items and names have been left out either because they are considered confidential or are not items that can be shared at this time. These briefing notes do not serve as the official minutes of the meeting. If you have questions or concerns about any of the information contained within this report, please contact the CEO & Executive Director, Daniel Mulloy via email at [dmulloy@arta.net](mailto:dmulloy@arta.net) or via telephone at (780) 822-2400.

*Meeting called to order on November 21, 2023, at 1:27 p.m.*

## 1.0 Executive Committee Reports

- 1.1 Executive Committee Report
  - 1.1.1 There are no changes to the Ex Officio assignments from last year.
  - 1.1.2 Confidentiality – It is important for all board and committee members to ensure that information shared in meetings is kept confidential. Committee chairs please share this reminder in your committees.
  - 1.1.3 Reminder to all that spouses are not eligible to attend the AGM evening meal.
  - 1.1.4 Branch subsidy cheques have now been distributed to all branches.
  - 1.1.5 Branch membership numbers from this audit will be used to determine how many delegates each branch will be entitled to bring to the AGM next year.
  - 1.1.6 ARTA Reps took place last week. Information shared was determined during the pandemic.
  - 1.1.7 The Calgary office is opening soon.
  - 1.1.8 Member submitted a thank you card for the honorary life membership.
- 1.2 Nominations Report
  - 1.2.1 Review of the report as presented.
- 1.3 Treasurer – Finance Report
  - 1.3.1 PIA-STF will be completed in February 2024 and will be reviewed at the February 2024 board meeting.
  - 1.3.2 ARTA reps went well. Feedback will be received.
  - 1.3.3 Review of the financial reports as of September 30, 2023, as presented.
  - 1.3.4
- 1.4 CEO Report
  - 1.4.1 Lease extension
    - 1.4.1.1 Significant investment into this building and we want to stay long term.
    - 1.4.1.2 Received a new lease agreement from Property owners last week. Involved real estate consultant, insurance consultant, and legal team.
    - 1.4.1.3 Lease extension is below market for price and guarantees us access to the building until 2032.
    - 1.4.1.4 All doors and door frames will be replaced. A new roof membrane will be installed upon signing.
    - 1.4.1.5 Leasehold improvement dollars are included. Can be used for leasehold improvements or converted into credits for our rent.
    - 1.4.1.6 Will make us the tenant on record, whereas we are currently subleasing the space.
    - 1.4.1.7 **MOTION:** Motion to empower the ARTA CEO to enter into a lease extension with One Properties for the ARTA office located at 15505-137 Ave NW, Edmonton, AB T5V 1R9.
  - 1.4.2 Communications
    - 1.4.2.1 Staff are currently receiving requests directly from members.
    - 1.4.2.2 The process will be updated in the new year.
    - 1.4.2.3 All requests will be required to come through the CEO's office in future.
    - 1.4.2.4 Email communication will be coming out in the new year outlining the new process.
  - 1.4.3 Calgary Office
    - 1.4.3.1 Lease has been signed.
    - 1.4.3.2 In the same office as educational partner (Atrium).
    - 1.4.3.3 Leasehold improvements will take place.

- 1.4.3.4 Looking at a potential February 1, 2024, opening date.
  - 1.4.3.5 Staff will be hired.
  - 1.4.3.6 Sharing the space with partner group which will help to reduce costs.
- 1.4.4 Member Complaint
  - 1.4.4.1 Member concerned with recent statement from plan partner indicating they were opposed to the one payer Pharmacare plan.
  - 1.4.4.2 We currently are unsure of what the Pharmacare plan is going to look like.
  - 1.4.4.3 Insurance companies are by nature against pharmacare.
- 1.5 ARTARx Operational Reports
  - 1.5.1 Review of the report as presented by CEO.
  - 1.5.2 Last week alone we filled 1,400 prescriptions.
  - 1.5.3 We are using internal delivery services as it ends up being more cost effective than outsourcing.
  - 1.5.4 ARTARx revenues are increasing month over month, which you will be able to see from the two reports.
  - 1.5.5 Approximately one month ago, we met with the Alberta Government to discuss changes to the virtual care model.
- 1.6 Marketing Activity Report - CMO
  - 1.6.1 Aug 1 to Oct 31
  - 1.6.2 The open rate increased from 72 % to around 80% in the last two months.
  - 1.6.3 Over 2000 copies of the Wellness planner were distributed.
  - 1.6.4 A new website was launched this quarter. People are spending longer on the website now.
  - 1.6.5 482 new applicants in the quarter.
  - 1.6.6 Retirement seminars and webinars have been very busy.
  - 1.6.7 Attended branch and partner events.
  - 1.6.8 Volunteer opportunities for teachers' conventions will be communicated soon.

## 2.0 Benefit Plan Trust Report

- 2.1 Review of report as presented. No motions at this time.
- 2.2 The Trust's budget will be finalized mid-December and will be presented at the board meeting in February 2024.

## 3.0 Health Benefits Committee Report

- 3.1 Review of report as presented. Motion noted.
- 3.2 New emergency travel provider re-confirmed. New benefits cards were mailed to all members. The phone number transferred over to the new provider, which helps members who have kept old information.
- 3.3 The rate increases that we implemented will cover a large portion of the experience costs, but not quite enough, which is why we are now requesting further funds from the Trust Funds.
- 3.4 **NOTICE OF MOTION:** The Health Benefits committee recommends to the ARTA Board of Directors to withdraw funds from the Trust funds in order to subsidize the 2023/24 premiums as follows:  
 Education Sector: An amount from the Travel Fund and an amount from the education sector Trust Fund for Dental Care.  
 Public/Private Sector: An amount from the Travel Fund and an amount from the Public/Private Trust Fund for Dental Care.

## 4.0 Communications Committee Report – Laurie Semler

- 4.1 Review of report as presented. No motions at this time.

## **5.0 Wellness Committee Report**

5.1 Review of report as presented. No motions at this time.

## **6.0 Governance Committee Report**

6.1 Review of report as presented. No motions at this time.

## **7.0 Pension and Financial Wellness Committee Report**

7.1 Review of report as presented. No motions at this time.

## **8.0 Strategic Planning and Advocacy Committee Report**

8.1 Review of report as presented. No motions at this time.

## **9.0 Advocacy Report**

9.1 Review of the report as presented. No motions at this time.

*Meeting adjourned on November 21, 2023, at 4:08 p.m.*

## **BOARD OF DIRECTORS MEETING – WEDNESDAY, NOVEMBER 22, 2023**

### **1.0 Call to Order and O' Canada**

- 1.1 The meeting was called to order at 9:06 a.m.
- 1.2 Singing of O' Canada by all attendees.
- 1.3 Treaty land acknowledgement.

### **2.0 Approval of the Agenda**

- 2.1 **MOTION 1:** Motion to approve the agenda as presented. **CARRIED**

### **3.0 Approval of Expenses & Minutes**

- 3.1 Approval of Board Expenses
  - 3.1.1 **MOTION 2:** Motion to approve the expenses as presented. **CARRIED**
- 3.2 Approval of Minutes from September 12-13, 2023
  - 3.2.1 It was noted that member was awarded the Honorary Life Membership
  - 3.2.2 **MOTION 3:** Motion to accept the September 12-13, 2023, meeting minutes as presented. **CARRIED**

### **4.0 Business Arising from the Minutes**

- 4.1 None at this time.

### **5.0 Action Items**

- 5.1 Executive
  - 5.1.1 **MOTION 5:** Motion to empower the ARTA CEO to enter into a lease extension with One Properties for the ARTA office located at 15505-137 Ave NW, Edmonton, AB T5V 1R9. **CARRIED**
- 5.2 Health Benefits
  - 5.2.1 **MOTION 6:** Motion that the ARTA Board of Directors withdraw funds from the Trust funds in order to subsidize the 2023/24 premiums as follows:  
Education Sector: An amount from the Travel Fund and an amount from the education sector Trust Fund for Dental Care.  
Public/Private Sector: An amount from the Travel Fund and an amount from the Public/Private Trust Fund for Dental Care. **CARRIED**

## **6.0 Other Business**

### **6.1 Project Literacy**

- 6.1.1 BC has the largest number of retired Alberta teachers outside of the province of Alberta.
- 6.1.2 OKARTA has been a branch of ARTA for 16 years.
- 6.1.3 OKARTA supports a program called Project Literacy. The website can be found at [projectliteracy.ca](http://projectliteracy.ca).
- 6.1.4 Project Literacy is a registered charity that is operated by volunteers. Individuals who require help with their literacy skills can access the services for free.
- 6.1.5 One of the mandates of the ARTCF has a mandate of supporting ESL for seniors in Alberta and has the ability to sponsor groups who require funding.

## **7.0 Approval of Reports**

7.1 **MOTION 8:** Motion to accept the ARTA financial reports as presented. **CARRIED**

7.2 **MOTION 10:** Motion to adopt the ARTA Benefit Plan Trust Fund Report as presented. **CARRIED**

7.3 **MOTION 11:** Motion to adopt all reports as presented. **CARRIED**

## **8.0 Correspondence – None**

## **9.0 Next Meeting**

9.1 February 27-28, 2024 – ARTA Office

## **10.0 Adjournment**

10.1 **MOTION 12:** Motion to adjourn the meeting at 10:04 a.m. **CARRIED.**