



ARTA Board of Directors – Briefing Notes September 12-13, 2023, Edmonton, Alberta

These briefing notes serve as the highlights from the September 12-13, 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 or via telephone at (780) 822-2400.

Meeting called to order on September 12, 2023, at 1:06 p.m.

1.0 Executive Committee Reports

- 1.1 Executive Committee Report
 - 1.1.1 Review of report as presented. Motion noted.
 - 1.1.2 Elections to ARTA's Executive and Standing Committees will take place at the AGM in October.
 - 1.1.3 Elections to the Charitable Foundation will take place in November around the November board of directors meeting.
 - 1.1.4 A staff meet and greet luncheon will be taking place later than normal this year, in January 2024.
 - 1.1.5 Delegates for this year's AGM are determined by the membership numbers that were submitted by branches in Autumn 2022. Numbers that are being submitted this Autumn will be used to determine AGM delegate numbers for 2024.
 - 1.1.6 The Branch Zoom Grant may be rolled into the Branch Subsidy Grant due to the declining usage of the Zoom Grant.
 - 1.1.7 Work is moving forward for ARTA to open an office in Calgary to better serve our members from the southern part of the province.
 - 1.1.8 ARTA Honorary Life Memberships are given out based on the contributions of the individual to the organization and community.
 - 1.1.9 **NOTICE OF MOTION:** Motion to recommend that an ARTA honorary life membership be awarded (*name removed for secrecy*) at the upcoming ARTA AGM.
 - 1.1.10 Thank you to all outgoing chairs for your service and dedication to ARTA.
 - 1.1.10.1 Health Benefits
 - 1.1.10.2 Communications
 - 1.1.10.3 SPAC
 - 1.1.10.4 Wellness
 - 1.1.11 Thank you to all outgoing committee members who have completed their terms.
 - 1.1.11.1 Governance
 - 1.1.11.2 Pension & Financial Wellness
 - 1.1.11.3 ARTCF Treasurer
 - 1.1.12 Thank you to the Communications Committee for the excellent presidents meeting.
- 1.2 Nominations Report
 - 1.2.1 Review of report as presented. No motions at this time.
 - 1.2.2 We will require 2 scrutineers for the election that will take place at the AGM.
 - 1.2.3 We have received replies for all Executive positions, as well as the Governance, Health Benefits, and Wellness Committees.
 - 1.2.4 Nominations are still required for the Communications, Strategic Planning & Advocacy and Pension & Financial Wellness Committees.
 - 1.2.5 Committee members who have served a full term on their committee will be able to apply for the same committee after an absence of one year (unless special permission is granted).
- 1.3 Treasurer – Finance Report
 - 1.3.1 Review of financial reports as presented. No motions at this time.
 - 1.3.2 You will notice a big change in cash because the cash was being held until interest rates improved and then funds were invested.
 - 1.3.3 Intangible assets partially refer to the new and improved ARTA.net.
 - 1.3.4 The audited financial report will be presented at the AGM in November.
 - 1.3.5 Membership revenue is impacted by growth in membership (we've exceeded expectations in both sectors).

- 1.3.6 The benefits offered to employees are over budget due to unforeseen increases in the costs from the benefits provider.
- 1.3.7 Utilities had a sharp cost increase, but we have now entered into a fixed rate contract to help reduce costs. This contract can be canceled at any time with 30 days' notice.
- 1.3.8 ARTA Rep Program
 - 1.3.8.1 Currently being developed with Lawrence Hrycan and ARTA staff.
 - 1.3.8.2 Invitations will be coming soon, but the dates are currently set for November 14 and 15, 2023.
 - 1.3.8.3 Up to 2 branch members can be sent for Branch Area Representatives training.
 - 1.3.8.4 Up to 2 branch members can be sent for Branch Specialist training.
- 1.4 CEO Report
 - 1.4.1 Review of report as presented. No motions at this time.
 - 1.4.2 This is a busy time of year for ARTA and ARTA staff.
 - 1.4.2.1 AGM – October 3-4, 2023
 - 1.4.2.2 New Director and Committee Orientation – October 18, 2023
 - 1.4.2.2.1 Invites will be sent after AGM to ensure all newly elected individuals are included.
 - 1.4.2.3 A communications plan is underway to introduce the new travel insurance provider.
 - 1.4.2.4 Plan renewals are underway. New benefits cards will be mailed for each covered life.
 - 1.4.2.5 Committee meetings take place in October.
 - 1.4.2.6 Another board meeting will be taking place in November.
 - 1.4.2.7 ARTA will be hosting staff events for the holidays, including:
 - 1.4.2.7.1 Kids Christmas party
 - 1.4.2.7.2 Staff Christmas party
- 1.5 Marketing Activity Report – CMO
 - 1.5.1 Review of the report as presented.
 - 1.5.2 The industry average open rate is 25% and ours averages around 75%.
 - 1.5.3 We have 330 ARTA 101 members, and their open rate is 60%.
 - 1.5.4 The new website launched on August 15, 2023.
 - 1.5.5 Branch presidents can use the following link to request support from the Marketing team. This helps the staff in a number of ways to track incoming requests and prioritize their work.
 - 1.5.5.1 <http://arta.net/link/branch-requests>
 - 1.5.6 TW Insurance is now Orbit Insurance Services.

2.0 Benefit Plan Trust Report

- 2.1 Review of report as presented. No motions at this time.
- 2.2 This is Arlene's first board meeting as the chair of the Trust.
- 2.3 The Trust's fiscal year ends December 31, 2023 (so it isn't the same as ARTA's, which ends June 30, 2023).
- 2.4 An updated report from the Trust will be coming as there was a mistake in the information that was provided.

3.0 Health Benefits Committee Report –

- 3.1 Review of report as presented. Motion noted.
- 3.2 Rate changes have been approved and will be communicated with members. The increases were impacted greatly by dental claims.
- 3.3 Funds were withdrawn from each of the trust funds to help cover current expenses that were not fully covered from members' premiums.
- 3.4 A new provider will be ARTA's new emergency travel provider (taking place November 1, 2023). Communications to members will be forthcoming.

- 3.5 **NOTICE OF MOTION:** The Health Benefits Committee recommends that the ARTA Board of Directors approve an open enrollment for the Edmonton Amalgamated Transit Union #569 retirees to join the ARTA Benefit Plans.

4.0 Communications Committee Report

- 4.1 Review of report as presented. No motions at this time.
- 4.2 *news&views* editor now reports to ARTA's CMO, rather than the CEO.
- 4.3 The autumn issue of *news&views* is in production. The theme is well aged.
- 4.4 2024 themes have been announced.
- 4.5 Articles from members are always welcome – please send them in to editor.
 - 4.5.1 Reminder to branch presidents that branch event information can be shared on their websites. Please send information about branch website updates using the following link: <http://arta.net/link/branch-requests>
- 4.6 2023 photo contest winners will be shared in the upcoming *news&views* magazine.
- 4.7 Next meeting is planned for October 25, 2023, at 9:00 a.m.

5.0 Wellness Committee Report

- 5.1 Review of report as presented. No motions at this time.
- 5.2 InBody clinics are up and running again. Three have occurred to date and were well received. We are awaiting concluding reports from those grants.
- 5.3 The wellness challenge in its present form has reached the end of its life. The committee will be working on revising the wellness challenge for next year.
- 5.4 This year's wellness agenda will soon be available.
- 5.5 A nutrition booklet will be saddle-stitched into the Autumn *news&views* magazine.
- 5.6 Joyce Loucks has accepted the nomination as incoming committee chair.

6.0 Governance Committee Report

- 6.1 Review of report as presented. No motions at this time.
- 6.2 The Governance Committee will be reviewing the roles of the Pension & Financial Wellness Committee and the Wellness Committee to see if it would make sense to merge the committees.
- 6.3 Scholarships were judged and awarded. The quality of the applications was high this year.
- 6.4 The scholarship review process will be reviewed before next year's scholarship cycle begins.

7.0 Pension and Financial Wellness Committee Report

- 7.1 Review of report as presented. No motions at this time.
- 7.2 A CPP webinar has been planned for November 15, 2023.
- 7.3 Survey results were received from participants of the webinar that was held in April.

8.0 Strategic Planning and Advocacy Committee Report

- 8.1 Review of report as presented. No motions at this time.
- 8.2 The orientation binder is being updated and will again be provided in a coil bound format for this year's orientation.
- 8.3 The Fundamentals of Advocacy document was reviewed and updated at the August meeting.
- 8.4 The 2024 Members Retreat will be held in Kananaskis from May 27 to 30, 2024.

9.0 Advocacy Report

- 9.1 Review of the report as presented. No motions at this time.
- 9.2 The ACER-CART AGM was held in-person in Ottawa on June 1-2, 2023.
- 9.3 Housing prices are an ongoing concern for seniors in the province.
- 9.4 Conversations are ongoing regarding CPP and the proposed Alberta alternative.
- 9.5 Seniors are losing disability funding (AISH) when they turn 65.

10.0 Alberta Retired Teachers Charitable Foundation Report

- 10.1 Review of report as presented. Motion noted.
- 10.2 A report on the casino held in August will be provided in November to share proceeds.
- 10.3 AGLC said we used too many angel volunteers for our casino, and this could impact our ability to receive another casino moving forward.
- 10.4 SWARTA's golf tournament raised \$4,600, which was donated to the foundation. A cheque presentation will take place at the AGM.
- 10.5 **NOTICE OF MOTION:** Motion that the ARTA Board of Directors allow the ARTCF to host a golf tournament in 2024.

BOARD OF DIRECTORS MEETING – WEDNESDAY, SEPTEMBER 13, 2023

1.0 Call to Order and O' Canada

- 1.1 The meeting was called to order at 9:00 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 May 23, 2023
 - 3.2.1 **MOTION 3:** Motion to accept the May 23, 2023, meeting minutes as presented. **CARRIED**
- 3.3 Approval of Minutes from August 9, 2023
 - 3.3.1 **MOTION 4:** Motion to accept the August 9, 2023, special 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 recommend that an ARTA honorary life membership be awarded to (name removed for secrecy) at the upcoming ARTA AGM. **CARRIED UNANIMOUSLY**
- 5.2 Health Benefits
 - 5.2.1 **MOTION 6:** Motion that the ARTA Board of Directors approve an open enrollment for the Edmonton Amalgamated Transit Union #569 retirees to join the ARTA Benefit Plans. **CARRIED**

5.3 ARTCF

- 5.3.1 **MOTION 7:** Motion that the ARTA Board of Directors allow the ARTCF to host a golf tournament in 2024. **CARRIED**

6.0 Other Business

6.1 SWARTA – Golf Tournament

- 6.1.1 Thank you to ARTA for the support in organizing the SWARTA golf tournament.

- 6.1.2 The cheque presentation from SWARTA to the ARTCF has been deferred to take place at the AGM.

7.0 Approval of Reports

- 7.1 **MOTION 8:** Motion to accept the ARTA fourth quarter financial statements as presented. **CARRIED**

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

- 7.2.1 **TASK 1:** Executive Assistant to send the amended Benefit Plan Trust report out with the minutes.

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

8.0 Correspondence

8.1 Letter sent to health minister.

- 8.1.1 The letter was CC'd to the opposition.

- 8.1.2 NDP member who is the Health Critic from NDP came by on Tuesday to visit the pharmacy and hear about why we believe a mail order pharmacy should be allowed.

- 8.1.3 NDP member believes that virtual care needs to be discussed more as it is the future.

- 8.1.4 Alberta is the only province that doesn't allow mail order (other than 'specialty' pharmacies who are allowed).

9.0 Next Meeting

- 9.1 November 21-22, 2023 – ARTA Office

10.0 Adjournment

- 10.1 **MOTION 12:** Motion to adjourn the meeting at 9:55 a.m. **CARRIED.**