



ARTA Board of Directors – Briefing Notes

September 11-12, 2018, Edmonton, Alberta

These briefing notes serve as the highlights from the September 11-12, 2018 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.

Day 1 – Information Session – Tuesday, September 11, 2018

Meeting called to order at 1:01pm

1.0 Executive Committee Report

1.1 President Report

- 1.1.1 Review of report as presented. No motions at this time.
- 1.1.2 **TASK 1:** We have an opportunity to bring any issues forward at the 2019 ACER-CART meeting. Please consider if there is any pertinent issues that should be passed on to this meeting.
- 1.1.3 **TASK 2:** Governance Committee to review and revise Bylaw 4, Section 3 – Duties of the Branch.

1.2 Past President / Nominations Report / HR Report

- 1.2.1 Review of Nominations Committee report as presented.
- 1.2.2 Review of HR Report as presented.

1.3 Vice President Report

- 1.3.1 Review of report as presented.

1.4 Human Resources Report

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

1.5 Treasurer / Finance Report

- 1.5.1 Review of financial reports as presented. Discussion and questions.

1.6 CEO & Executive Director Report

- 1.6.1 Review of report as presented.
- 1.6.2 **NOTICE OF MOTION:** Motion that the Presidents of identified branches be given voting privileges, even though they are not given delegates at the AGM.
- 1.6.3 **TASK 3:** Policy will need to be created to address lack of branch membership requirements.
- 1.6.4 **TASK 4:** CEO & Executive Director requested that branches recognize only one (1) person as President. Certain branches have two (2) Co-Presidents but corporate registries only allow one (1) President to be recognized.

2.0 Benefits Plan Trust Fund Report

- 2.1 Review of report as presented.

3.0 Communications Committee Report

- 3.1 Review of report as presented.
- 3.2 Noted the Red Deer Teacher's Convention is moved to March 14-15, 2019 at St. Joseph's High School.
- 3.3 Noted that *editor of news&views* is moving and will work remotely for ARTA.
- 3.4 **NOTICE OF MOTION:** Motion that the Board of Directors approve and accept the revised ARTA logo as presented.

4.0 Wellness Committee Report

- 4.1 Review of report as presented. No motions at this time.
- 4.2 Noted that ASEBP will continue to perform the In-Body Clinics until the new group takes over in November 2018.
- 4.3 Discussion on the placement of the new proposed wellness definition.
- 4.4 **NOTICE OF MOTION:** The Board of Directors accepts the new proposed wellness definition as presented and refers it to Governance for placement in Policies & Procedures.

5.0 Health Benefits Committee Report

- 5.1 Review of report and placemat as presented.
- 5.2 Chair of the Health Benefits Committee requested in-camera session at 3:45pm.

Meeting adjourned at 4:15pm

Day 2 – Action Session – Wednesday, September 12, 2018

1.0 Call to Order and O' Canada

1.1 Meeting was called to order by the President at 8:58am.

2.0 Approval of the Agenda

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

3.0 Expenses & Minutes

3.1 Approval of Board Expenses

3.2 **MOTION 2:** Motion to approve the board expenses as presented. **CARRIED**

3.3 Approval of the Minutes from the May 29-30, 2018, Board of Directors Meeting

3.4 **MOTION 3:** Motion to accept the minutes as presented. **CARRIED**

4.0 Business Arising from the Meeting

4.1 Noted that a retiring trust member was presented a thank you gift from ARTA.

5.0 Governance Committee Report

5.1 Review of report as presented.

5.2 Discussion on the rationale for the travel policy revisions and in conjunction with electronic meetings.

5.3 **TASK 5:** Governance Committee to review the travel policy in one (1) year to determine if the revisions made are appropriate and correct.

5.4 Trial meetings will be held at the ARTA office to prepare for committee electronic meetings.

5.5 **MOTION 4:** Motion to recommend to the Board of Directors that Section B - 8.4.2 - Strategic Planning and Advocacy Committee be accepted with the addition and revisions. **CARRIED**

5.6 **MOTION 5:** Motion to recommend to the Board of Directors that Section B - 8.8.13 be accepted with the revision to include ART Charitable Foundation. **CARRIED**

5.7 **MOTION 6:** Motion to recommend to the Board of Directors that Section B - 20.0 - Representation be accepted as amended. **CARRIED**

5.8 **MOTION 7:** Motion to revise the Policies & Procedures, Section B - 21.1.1.3 (Travel Expenses) to read: "Any member seeking reimbursement for travel from a location other than his/her permanent residence to attend a regular ARTA meeting, will be reimbursed an amount that is not to exceed \$1,250 CAD (*to be reviewed September 2019*)."**CARRIED**

5.9 **MOTION 8:** Motion to recommend to the Board of Directors addition of Section B - 27.0 - Charitable Foundation. **CARRIED**

5.10 **MOTION 9:** Motion to recommend to the Board of Directors addition of Section B - 28.0 - Electronic Meetings **CARRIED**

6.0 Pension & Financial Wellness Committee Report

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

6.2 **TASK 6:** Communication & Social Media Coordinator to attend the next committee meeting to show the ARTA website and how important pension information can be added and become available for our members.

6.3 **TASK 7:** Pension to provide handouts to Branch Presidents for upcoming opportunities.

7.0 Strategic Planning & Advocacy Committee Report

7.1 Review of report as presented.

7.2 **MOTION 10:** Motion that the Board of Directors approve current designate to continue to be the representative to Public Interest Alberta. They will report to SPAC after each of the meetings and submit a written report. **CARRIED**

8.0 ACER-CART Report

- 8.1 Review of report as presented. No motions at this time.
- 8.2 Recommendation will be made at the November Board Meeting to re-elect the ACER-CART representative.

9.0 Charitable Foundation Report

- 9.1 Review of report as presented.
- 9.2 **MOTION 11:** Motion that the Board of Directors authorizes the CEO & Executive Director to seek donations from appropriate ARTA Partners in exchange for the naming rights to the two (2) ARTA Boardrooms, with proceeds to benefit the Alberta Retired Teachers Charitable Foundation (ARTCF). These would be made as five (5) year terms. **CARRIED**
- 9.3 **MOTION 12:** Motion that the Board of Directors designates the wall space in the front entrance of ARTA, to be used to create a donor wall recognizing partnering contributors to ARTCF. **CARRIED**
- 9.4 **NOTICE OF MOTION:** Motion that the Bylaw for terms of office for Foundation Directors be amended to four (4) years from the present one (1) year. (This will be dealt with in at the November Board of Directors Meeting).

10.0 Action Items – MOTIONS

10.1 Executive Committee

- 10.1.1 **MOTION 13:** Motion that the Presidents (or designate) of identified branches be allowed to attend and vote, even though they are not given delegates at the AGM. **CARRIED**
- 10.1.2 **MOTION 14:** Motion to adopt the financial reports as presented. **CARRIED**
- 10.1.3 **MOTION 15:** Motion that the Board of Directors accept the Benefit Plan Trust Fund report as submitted. **CARRIED**

10.2 Health Benefits Committee

- 10.2.1 **MOTION 16:** Motion that the ARTA Board of Directors increase the maximum monthly benefit allowable for long term care hospitals, by approximately 2.2%, to \$2,036 for a private room, \$1,761 for a semi-private room, and \$1,673 for a standard ward room, effective retroactively to July 1, 2018. **CARRIED**
- 10.2.2 **MOTION 17:** Motion that the ARTA Board of Directors accept into ARTA private sector affiliate membership the retirees of:
 - Saskatchewan Applied Science Technologists and Technicians;
 - Edmonton South Side Primary Care Network;
 - Alberta Real Estate Board; and
 - Alberta College and Association of Opticians. **CARRIED**

10.3 Communications Committee

- 10.3.1 **MOTION 18:** Motion that the Board of Directors approve and accept the concept of the revised ARTA logo as presented. **AMENDED & CARRIED**
- 10.3.2 **TASK 8:** ARTA to refine the presented logo (bolder bottom font and re-work clouds) in collaboration with the Communications Committee.

10.4 Wellness Committee

- 10.4.1 **NOTICE OF MOTION:** Motion moved and seconded that the Board of Directors to accept a current definition of Wellness as follows: "Wellness is a way of life in which one is exploring, searching, finding new questions and discovering new answers, integrating the dimensions of living: intellectual, social, physical, economic, emotional and spiritual; enabling each of us to achieve full potential in each of these dimensions which is realistically feasible at any given time of life." **WITHDRAWN**

10.5 Nominations Committee

- 10.5.1 **MOTION 19:** Motion that two individuals be named to the Nominations Committee to supervise the election ballot count at the 2018 AGM. **CARRIED**

11.0 Approval of Reports

- 11.1 **MOTION 20:** Motion to adopt all reports as presented. **CARRIED**

12.0 Other Business

12.1 FRTA Concluding Report

- 12.1.1 The FRTA Golf Tournament Concluding Report has been received as information.

12.2 ATA Education Trust Donation

- 12.2.1 Thank you letter was received for the donation that we made.

12.3 Email from Second Wind Chair

- 12.3.1 Thank you for the financial contribution that was made.

12.4 ARTA Staff Volunteering

- 12.4.1 We now volunteer at Operation Friendship Seniors Society (OFSS).

- 12.4.2 They are in need of funding for parts for their food processor and other kitchen equipment.

- 12.4.3 They are also in need of books and reading materials for those that arrive to the centre.

- 12.4.4 **MOTION 21:** Motion to approve ARTA to fund Operation Friendship Senior's Society (OFSS) in the amount of \$2,500 (from the community assistant fund) and creates a book drive through ARTA. **CARRIED UNANIMOUSLY**

12.5 Donations for the Charitable Foundation

- 12.5.1 There is a cheque donation planned from the Charitable Foundation to CNIB.

- 12.5.2 Branches will be able to submit donations to the Charitable Foundation at the AGM 2018.

- 12.5.3 **TASK 9:** The Charitable Foundation to put out a call for donations; that would be announced at the 2018 AGM.

13.0 Correspondence

- 13.1 *None at this time.*

14.0 Next Meetings

- 14.1 Next AGM will be held on **October 2-3, 2018.**

- 14.2 Next Board of Directors Meeting will be held on **November 27-28, 2018.**

15.0 Adjournment

- 15.1 **MOTION 22:** Motion to adjourn the meeting at 12:05pm. **CARRIED**