



'In Camera' Minutes of the Board Meeting
October 29th, 2015 12:10 pm - 2:00 pm
City Hall Meeting Room A

Present:

Directors:

Mike Major, President
Ed Fearon, 1st VP
Susan Hughes, 2nd VP
Don Altman, Treasurer
Peter Pavlovic
Reynaldo Martinez
Pat McSweeney
John Volk
Phil Pendleton
Larry Green

Staff:

Heather Nicolson-Morrison, Executive Director
Grace Ciardullo, HR Officer
Karina Andrade, Executive Assistant (acting)

Regrets:

Pat McSweeney, Director
Cathy DiLeo, Secretary

MOTION: To go in camera (E. Fearon/D. Altman) Carried

5) Membership Report with Division Breakdown

HR Officer

G. Ciardullo went over the report. It was noted by D. Altman that the decrease in membership is a serious matter which is why he flagged recruitment. There is a loss in revenue which matches the loss in membership numbers - we need strong membership numbers for our organization. It was referenced that membership is down due to retirees, however they are being replaced but are not becoming members. It would be ideal that part of the City's Orientation Package for new non-union hires include a recruitment leaflet from COTAPSA.

6) In camera – other items

Executive Director

1. HR Items

An environmental study was done on our offices/floor. The results were positive, our work area is healthy and there were no concerns raised in the report. Facilities did a number of tests to ensure safety of staff.

M. Simhoni is getting better. S Hughes suggested Board get her a gift. H. Nicolson Morrison and M. Major have discussed and a gift will be forthcoming from the Board and Staff.

2. Auditor

Executive Director

RFP update: 12 sent. 1 immediately withdrew, 7 responses received.

Audit Committee (D. Altman, L. Green and herself) will be meeting on Oct 30th to discuss the RFP's received and short list candidates for interview.

MOTION: To Rise and Report (D. Altman/P. Pavlovic) Carried

Signed: Mike Major, President

Signed: Cathy Di Leo, Secretary

Dated

Dated