

Minutes of COFAS 2006
Saturday, May 27 9:00 am to 10:30 am
Montreal

1. Approval of Agenda

2. Approval of Previous Minutes

There were no minutes available for last year, but it was recalled that there had been no substantive motions passed. It had been decided at the 2005 meeting to offer a panel of 'experts' made up of COFAS members who would volunteer to give fellow COFAS members advice on various topics (legal, salary negotiations, etc.) and contact information would be posted on the website.

Secretary's note: The following motion was put and carried at the 2005 meeting:
It was MOVED by N. Lovelace, SECONDED by D. Morley that the funds shown on the financial statement (amended) for Niagara-on-the- Lake conference as "contributions – trust" be held as trust funds, and that in the event of COFAS dissolving, these trust funds, if not required for dissolution purposes, be returned within 30 days of the dissolution to the faculty associations who made the original contributions. CARRIED

3. Reports

a) Treasurer's Report- There was \$12,000 from last year, which included the \$5000 in the reserve. The surplus from this conference is \$7000, with no known outstanding bills. Membership fees for our 64 members brought in \$2600, which includes \$800 from the 20 members not attending. Donations were received from:

McGill	\$3,000	Bishop's	\$ 500
Queen's	\$1,000	Windsor	\$ 500
Ontario College of Art & Design	\$ 150	Brock	\$1,000
Ryerson	\$1,000	Wilfrid Laurier	\$ 750
Alberta	\$ 500	Waterloo	\$1,500
York	\$ 800		

It was noted that without the donations the conference would be in a deficit. It was recommended that the budget for the group dinner for next year be \$1000.

Moved Jill Diamond-Strong/seconded Pat Moore

That a recommendation goes to the incoming Executive to develop a policy re format of financial statements to be presented at the Annual General Meeting. Carried, with 3 abstentions (M. Sims, K. Benoit, C. Reid)

Moved Arlene Naugler/seconded Elaine Berman

That the treasurer's report be accepted. Carried

b) Membership Report – The CAUT website was reviewed to determine how many people could potentially be members, and 85 were so noted. Currently 63 are members. In discussing how to get more members, it was suggested to use the website, and to email potential members with our website address.

c) Conference Agenda Coordinator's Report _____ Lori Morinville gave the report as Cheryl Berst was unable to attend. It was noted that "this is what we do, put on one great conference a year".

Moved Doug Dorward/seconded Pat Finn

That thanks be given to Cheryl Berst for all her organizing and donation of time, especially in light of the fact that she was not able to attend. Carried

It was noted that suggestions for topics need to be brought forward to help in setting the agenda for the next conference.

d) Site Coordinator's Report – Joseph Varga thanked the Executive and his partner, Edith-Cecila Varga, for the efforts put in to making the conference a success. Deborah Jackson, Treasurer, was especially thanked for sending out cheques so quickly. The Chair conveyed the members' thanks to Joseph Varga for all his work.

e) President's Report

Most under 4.1 under realigning of organization from Executive Committee meeting tomorrow.

4.1 Confederation or Organization

Felt waivering of organization. Not alone in thought. Decisions are decisions of group. Simplify for membership director.

Membership fees – ensure those doing work are covered in event of “disaster” – example – Banff – wardens might be on strike.

C & A policy for liability.

That is why membership fees. Conference is for professional development for all.

It was MOVED by S. Palmer, SECONDED by P. Finn that in future, the conference registration fee shall include the membership fee in the organization for one (1) year. CARRIED

Concerns re constitutional changes needed. Non-members could refer to those out of country.

Brian Green: Think through implications of constitutional changes. We are not a registered organization for tax purposes.

If a person does not attend the conference, that person can participate in the survey by being a member? Who got the survey – everyone. When does membership take effect – from date of conference to conference for membership fees.

Dinner was included in cost of conference fee.

May be issue to get to go if membership fee included in conference fee.

Intent is to simplify process – details to be worked out.

It was MOVED by D. Dorward, SECONDED by Jill Diamond-Strong that the Executive Committee shall report on by-law implications of including the membership fee in the conference registration fee. CARRIED

It was agreed that the COFAS website should be used to post membership/conference fee information.

4. Items of Discussion/Action

Just prior to the elections, Calgary led the group in a brief yoga break

5. Elections

The following were nominated:

President- Lori Morinville

Vice-President - Suzanne LeBlanc

Treasurer- Deborah Jackson

Secretary- Susan Palmer

Membership- Rhonda Clark-George

Website- Jane LaForge

List Serve- Rhonda Clark-George

Moved Pat Finn seconded Jill Diamond-Strong.

That the slate of candidates as nominated be the Executive. Carried unanimously

6. Upcoming Conferences

The group nominated numerous possible sites for the 2009 conference. It was noted that smaller places generally have increased transportation costs. The list was narrowed down to Quebec City, Kingston and the Laurentians. The site of Laurentians was the favoured location for COFAS 2009 with Marie-Claude Delorme as the Site Coordinator and Kimberly Benoit as the Conference Coordinator. The future conferences for the next three years are as follows:

2007 Halifax Site Coordinator – Arlene Naugler; Conference Coordinator - Debbie Noble

2008 Calgary Site Coordinator and Conference Coordinator will be The University of Calgary Faculty Association

2009 Laurentians (North of Montreal) Site Coordinator –Marie-Claude Delorme; Conference Coordinator Kimberly Benoit

7. Other Business

a) Salary Survey –There was a discussion on the use and format of the salary survey. There were two reasons identified for the survey, and they were that it might help you or it might help someone else. A Salary Survey Task Force/Work Group was formed with Doug Dorward, Joseph Varga, Jill Diamond-Strong, Brian Green and Susan Stevenson.

8. Adjourn