

## ITEMS OF INTEREST FROM THE FEBRUARY 17, 2011 BOARD MEETING

Well, looks like the thermometer is finally on the rise and Spring is arriving, which makes me think about spring cleaning..... a time for getting re-organized, re-energized and refreshed! The Board of Directors and Standing Committee Chairs met in mid-February and fantastic dialogue took place providing focus to our work as an association. It was agreed that more of these opportunities need to be organized throughout the year to ensure effective communication is flowing throughout the association and we stay connected.

OASBO forwarded a list to the Ministry of Education indicating which OASBO Committees lack **Ministry representation**. The ADM's office has responded with a complete list of Ministry representatives. This information has been shared with Committee Chairs.

The report on **Nominations** was received and the Chair noted that to date one nomination has been submitted for the position of Vice President. The deadline for submissions is the end of March. This is the only position for which there is an election. Request for nominees to fill the three (3) Director vacancies has been sent to all Committees. The Rep Team will review the information in March and make recommendations to the Board for the appointments.

The **Communications Audit** prepared by Naylor (publisher of *The Advocate*) was reviewed. A digital version of the newsletter will be considered and re-design of the magazine to refresh its appearance and re-focus content on professional development.

**Survey Monkey** and **Adobe Connect** licensing were discussed in detail. The Board felt that it would be beneficial for committees to have the survey mechanism available. OASBO will pursue a subscription. It was noted that currently Adobe Connect has presented some challenges as far as the audio quality. Inquiries will be made at the Ministry to determine if OASBO could participate in the provincial Adobe license.



**KAREN FOX,  
OASBO PRESIDENT**

It was agreed that Danima Technologies will be asked to participate in the Education Industry Show and provide a demonstration of the **OASBO website**. Committees are encouraged to visit the display and obtain information about posting documents (ie agendas, minutes, reports) on the Committee page.

The Board approved the **Proposed Budget for 2011-12** but it was noted that monies from the Reserves will be used to balance the Budget. It is advisable to maintain up to two years operating expense in reserves and the drawing down at this time is strategic in intent. In anticipation of decreased revenues in some areas such as the Annual Conference, Job Postings and Sponsorships, the Board of Directors will be considering modest fee increases following collaboration with standing committees to ensure sustainability into the future.

The University of Guelph continues to work closely with OASBO. The Facilities Management course will be offered this summer and the Disability Management Committee is in the process of developing a course for the summer of 2011. Information brochures will be distributed in the near future.

**PRESIDENT'S COMMUNIQUÉ  
DE LA PRÉSIDENTE - February 2011**



Discussion took place regarding the revisions to Policy BCA7 which focuses on the **formation of special interest groups** not covered by existing committees. It was agreed that a potential committee should ally themselves with an existing committee, must operate for a period of one year, and in a manner consistent with OASBO policies. After the one-year term, the Board could endorse the new committee if appropriate.

On February 18th, a **Joint Meeting of Directors and Standing Committee Chairs** was held. The meeting was the result of a request from Chairs at the September 2010 Joint Meeting to hold more information sharing sessions. This was a valuable opportunity to liaise and identify the issues we are facing as an association.

The topic of the Issues Management document was discussed. Incoming Chairs need to be made aware that Committees should be developing their issues management topics prior to the September Joint Meeting where collaboration amongst the various committees will take place and the document more fully developed.

Setting Committee objectives was also emphasized. OASBO would like to be aware of how the Association's Strategic Objectives have influenced Committees in setting their own objectives.

Each Committee shared its structure, number of meetings, duration and location of meetings, as well as providing feedback on including the Vice Chair in activities prior the transition to Chair (succession planning). This information will be used to establish best practices and

consistency where feasible amongst the standing committees.

Discussion took place regarding the Rep Team .....is this committee named appropriately and what is its role and membership? It seems there are parallel functions of the Chairs and the Rep Team members. The possibility of a change will be presented at March 23 Rep Team meeting. Chairs were asked to share the discussions at their next Committee meeting.

The OECM (Ontario Education Collaborative Marketplace) procurement process was discussed. There is a concern that in some cases obtaining the best price is not sufficient. Maintenance of equipment (such as copiers, computers, and laptops) is very important and current OECM contracts with suppliers lack the provision of service on certain items.

In closing, I look forward to collaborating with members through the standing committees as we perform a little "spring cleaning" over the next few months. We have accomplished a great deal towards enhancing our communication as an association and still have a little more "organizing" to do. Please take a few moments to drop me a line and share your thoughts on the changes we have made so far. Your input is needed to ensure we remain a vibrant association!

**The next meeting of the Board will be held on May 4, 2011 at the Annual Conference in Niagara Falls. HOPE TO SEE YOU THERE!**

Kind Regards,

*Karen*

Karen Fox, OASBO President