



**Professional Staff Association
Annual General Meeting Minutes
Tuesday June 30, 2020
10:00 a.m.
Via MS Teams**

Executive Present: Chair: Kelly Bertrand
Vice-Chair: Leigh West
Treasurer: Mark Torcoletti
Secretary: Chris Hewitt
Members-at-Large: Sameer Al-Abdul-Wahid, Rattan Gill, Jackie Hamilton,
Kim Thorne.
Administrative Assistant: Sarah Bruce
Executive Regrets: Sascha Tuuha, Kirk Sprague, Alicja Zachertowska

Business Meeting Call to Order. Kelly Bertrand, Chair, called the meeting to order at 10:05 a.m. Approximately 95 Members in attendance.

- 1.0 Welcome.** Kelly Bertrand, Chair, welcomed the membership to the meeting.
- 2.0 Agenda Approval.** Motion to approve Agenda by Sameer Al-Abdul-Wahid, seconded by Mark Torcoletti. Carried by poll of member attendees.
- 3.0 Introduction of the Executive.** Kelly named and thanked the current PSA Executive.
- 4.0 University of Guelph Committee Representatives.** The list of committee representatives was presented by Sameer Al-Abdul-Wahid, External Committee Liaison, who acknowledged appreciation of their continued efforts and commitment.
- 5.0 Acceptance of 2019 AGM minutes as posted to the PSA website.** Motion to accept the 2019 AGM Minutes by Shannon Talbot, Seconded by Cindy Kettle. Carried by poll of member attendees.
- 6.0 Standing Committee Reports.** Reports with the exception of the Joint HR/PSA committee report, were posted on the PSA web site prior to the meeting.
 - 6.1 Joint HR/PSA.** Presented by Kelly Bertrand. Committee members; Kelly Bertrand and Leigh West. Topics discussed at Joint HR/PSA meetings in 2019-2020; University Pension Program, Ontario Bill 124, COVID-19 impact, Negotiations, New or Amended HR policies, New HR system, Other matters pertinent to the PSA membership.

6.2 Membership and Communication. Presented by committee chair Jackie Hamilton.

6.3 Professional Development. Presented by committee chair Leigh West.

6.4 Employment Terms & Conditions. Presented by committee chair Kelly Bertrand.

6.5 Problem Resolution. Presented by committee co-chair Kim Thorne.

7.0 Treasurer's report. Presented by Treasurer Mark Torcoletti.

8.0 Remuneration Committee Report. Presented by committee chair Irene Thompson.

Motion by Irene Thompson that the first three recommendations in the Remuneration Report be referred to an *ad hoc* committee formed from an open call for membership volunteers and appointed by the Executive (preferred but not limited to: volunteer committee members that have experience in PSA Executive roles), seconded by Gerrit Bos. Carried by poll of member attendees.

The ad hoc committee shall:

- perform an audit to determine time commitments required for each Executive role and determine the appropriate level of remuneration and differential for each role and/or to further negotiate release time with the University,
- propose a remuneration framework to reflect the increased workload and the increasing complexity of the roles,
- propose a cost of living adjustment framework, cumulative in nature, to be provided every 3-5 years as a means of catching up once each updated honorarium is established, and
- report to the membership at the 2021 Annual General Meeting.

Motion by Irene Thompson that the PSA supplement existing honoraria by \$200 for the Chair, \$150 for the Vice-Chair, \$100 for the Treasurer, and \$100 for the Secretary for the 2020/2021 fiscal year, seconded by Cindy Kettle. Carried by poll of member attendees.

9.0 Bylaw Review Committee Report. Presented by committee chair Sameer Al-Abdul-Wahid.

Acceptance of Committee Reports as posted on the PSA website. Motion by Holly Illman, seconded by Shannon Talbot.

10.0 Nominations & Elections Committee Report. Presented by committee chair Mark Torcoletti.

PSA Executive members who have completed year one, of their two-year term:

Sameer Al-Abdul-Wahid	Continuing as Member-at-Large
Kelly Bertrand	Continuing as Chair
Rattan Gill	Continuing as Member-at-Large
Jackie Hamilton	Continuing as Member-at-Large
Kim Thorne	Continuing as Member-at-Large
Mark Torcoletti	Continuing as Treasurer
Leigh West	Continuing as Vice Chair

PSA Executive members who have completed year two, of their two-year term:

Christopher Hewitt	Secretary – Nominated for new term as Secretary, Seconded
Kirk Sprague	Member-at-Large – Did not nominate for another term
Sascha Tuuha	Member-at-Large – Did not nominate for another term
Alicja Zachertowska	Member-at-Large – Did not nominate for another term

Resignations: Olya Yousefi – Member-at-Large, February 2020

New Nominees: Chris Lee Nominated & Seconded for Member-at-Large

Open Positions: 3 Member-at-Large positions can be filled from the floor at the AGM or by appointment by Executive following AGM.

PSA Executive Election Slate

Sameer Al-Abdul-Wahid	Continuing as Member-at-Large
Kelly Bertrand	Continuing as Chair
Rattan Gill	Continuing as Member-at-Large
Jackie Hamilton	Continuing as Member-at-Large
Kim Thorne	Continuing as Member-at-Large
Mark Torcoletti	Continuing as Treasurer
Leigh West	Continuing as Vice Chair

New Nominees (acclaimed):

Chris Hewitt	Secretary, Nominated & Seconded
Chris Lee	Member-at-Large Nominated & Seconded for election

Motion by Mark Torcoletti that the PSA accept the report of the Nomination and Elections Committee and appoints Chris Hewitt as Secretary and Chris Lee as Member-At-Large, seconded by Jackie Hamilton. Carried by poll of member attendees.

Nominees from the Floor? Up to 3 Member-at-Large vacancies to be filled.

Christopher Donaldson, nomination supported by: Jackie Hamilton and Leigh West, Chris Donaldson accepted nomination.

Liz Snyder nomination supported by: Mark Torcoletti and Sameer Al-Abdul-Wahid, Liz Snyder accepted nomination.

Liana Rowlands self-nominated supported by: Chris Lee and Gordon McCague.

Motion by Brian Thomson to acclaim the 3 nominees; Christopher Donaldson, Liz Snyder and Liana Rowlands from the floor, seconded by Mark Torcoletti. Carried by poll of member attendees.

11.0 PSA Chair Closing Remarks. Kelly Bertrand acknowledged the contributions of retiring PSA Executive members; Kirk Sprague, Sascha Tuuha and Alicja Zachertowska. Kelly also thanked the PSA Executive and member attendees. AGM Door Prize (donated by Lynn Harrison, Bells & Whistles Solutions) Winners:
Carie Devitt - \$25 Montana's gift card
Bonnie Lasby - \$25 Thatcher's Farm gift card
Nora Teri \$25 multi-restaurant gift card
Barry Praamsma-Townshend - \$50 Metro/Food Basics gift card

12.0 Adjournment. The Annual General Meeting concluded at approximately 11:30 am.