

EDUCATIONAL DEVELOPERS CAUCUS

Minutes of GENERAL MEETING

Wednesday February 25th, 2009
1:00 to 2:30 p.m., including the special bylaws meeting
Gordon Willey Building Room SW103, Durham College, Oshawa, ON

I. Opening Session (Teresa Dawson)

- a. Teresa introduced the executive members
- b. Adoption of Agenda (Nicola Simmons; Denise Stockley; carried)
- c. Approval of Minutes of General Meeting of February 2008 (sent ahead for review by members via email; Denise Stockley; Anne Scrimger; carried))
- d. Business arising from the Minutes (none)
- e. Report from the Chair including expressions of appreciation (Teresa Dawson)
 - i. Teresa reviewed the highlights of this year's EDC activities
 - ii. Jeanette McDonald was thanked for her work on by-law revisions
 - iii. Eileen Herteis was thanked (in absentia) for her years of service on the Nominating Committee

II. Call for nominations for the Nominating Committee

- a. Erika Kustra, Executive representative to the Nominating Committee asked for nominations to the Committee from the floor
 - i. Donna Ellis (Trevor Holmes; Nicola Simmons; nominated) and Andy Leger (Denise Stockley; Joy Mighty; nominated) were nominated and accepted the positions
 - ii. The Nominating Committee will be appointing a Chair from within their Committee
 - iii. The Committee will undertake the process of an election for the Secretary and Vice-Chair Communications positions
 1. Both incumbents have agreed to stand for re-election

III. New Business: Reports from Executive

- a. Vice-Chair Professional Development's Report (Alice Cassidy)
 - i. Grants program
 1. Alice thanked STLHE for their role in providing the grants for the program, reviewed the grants process, and noted that current projects are on the EDC website
 - ii. Acknowledgement of EDC conference reviewers
- b. Vice-Chair Communications' Report (Jeanette McDonald)
 - i. EDC/STLHE website update
 1. Jeanette reported on impending changes to the website structure that will provide more constituent autonomy re making changes
 - a. www.edcaucus.com will take people to website
 2. Sylvia Riselay was thanked for her service in making changes to current website **to date**
 - ii. Bi-monthly resource update

1. Cathy Baillie was thanked for her service in continuing to compile and send out this resource
 - a. Changes are being proposed to this service; survey forthcoming
- iii. Jeanette reported that there are currently 300 **members** on the listserv
- c. Secretary's Report (Ruth Rodgers)
 - i. Ruth reported that French translation of EDC documents is still pending; we are awaiting our turn in the STLHE queue
 - ii. Ruth reported that most past minutes and all current documents now available on website
- d. Treasurer's report (Janice MacMillan)
 - i. Janice reviewed the past year's budget and the approval process
 1. Noted that 2.37% interest on surplus funds will be paid into EDC accounts in future
 2. Noted that conference contingency fund is now at an appropriate amount and no further levy should be necessary unless something forces the EDC to use the contingency fund in future
 - ii. Janice was congratulated on the excellent budget and state of EDC finances

IV. ProD Activity (Alice Cassidy)

- a. Participants engaged in an interactive activity focused on "Revisiting the EDC 5-year ProD Plan: reviewing and updating our living document as a community and setting the priorities for the coming years"
 - i. Alice will summarize the results of the activity and send to members

V. Adjournment of General Meeting (Teresa Dawson; Lynn Taylor; adjourned) and Start of Special Meeting

VI. Special Meeting regarding proposed bylaw changes (Jeanette McDonald)

Notice of the special meeting with the proposed bylaw changes and bylaw document was sent to the EDC list on February 4th and again on February 10th. Both documents are now available from the EDC website (www.edcaucus.com). All proposed by-law changes were approved as follows. All motions proposed by Jeanette McDonald.

- 5.3.2.4 + 7.2.3 (Trevor Holmes; carried)
- 6.1 (Nicola Simmons; carried)
- 5.3.2.6 (Trevor Holmes; carried)
- 7.33-7.35 (Joan Forder; carried)
- 4.3 (Donna Ellis; carried)
- 4.4 (Nicola Simmons; carried)
- 7.3.6 (Megan Burnett; carried)
- 1.3 + 1.4 (Trevor Holmes; carried)

VII. Adjournment