NATA Executive Meeting: Thursday, May 27, 2021

7:00pm on Zoom

Present: Debbie Banman, Ashley Squires, Marla Daigneault, Randy Mallory, Trevor Kolbuc, Jaimie Mack, Gillian Hanson, Cathy Norman, Jason Macleod, Amanda Grimwood, Meghan Beaven , Rob Lehne (STF)

Regrets: Melva Herman, Kristina Bellerose

1. Last Executive meeting minutes (Amanda Grimwood)
    - Motion to accept the meeting minutes as presented by Ashley Squires.
    - Seconded by Debbie Banman.
    - Motion carried.

2. NATA materials/bins arrived (Amanda Grimwood)
    - The bins of old NATA files and materials have finally made it to La Ronge. These will be sorted through in the near future to see if there is anything that needs to be shredded or replaced.

3. Website update (Jaimie Mack)
    - No new updates at this time. The new website is receiving positive feedback from members.
    - Exploring the possibility of additional storage.

4. Record Security and access systems (Debbie Banman)
    - Discussion of options for passing along files, without having to store bins. Moving to electronic forms of storage should help streamline this process a bit.
    - Jaimie has the ability to reset the passwords to our NATA email accounts.

5. Retirees for 2021 (Debbie Banman)
    - Debbie will send out a reminder about the upcoming date for Retirement Gift applications.

6. LINC meeting re: Convention and April letter to Board (Debbie Banman and Jason Macleod)
    - There was a LINC meeting in April. LINC committee left the meeting believing that they would be receiving what was asked for,
    - Discussion of details of Letter to the Board.

7. Treasurer's Report (Amanda Grimwood)

    - Sharing of current Financial Statement.
    - The third and final Treasurers' Workshop put on by the STF was May 26. These workshops have been very informative and appreciated. This final workshop looked more closely at best practices for book keeping and accounting, and clarified the difference between accrual accounting and cash accounting.

7. Promotions – ordering and delivery (Trevor Kolbuc)
    - Amanda Sherlie and Nancy Liwin are on this committee with Trevor.
    - The committee has not met together, at this time, but Trevor has looked at options and pricing for promotional gifts for members. Shipping should take about 6-8 weeks.

- Promotional gifts will not be in before summer, but should be in on time for fall.
- A date will be set for a meeting next week to look at options.

8. Convention – PD, deadlines for resolutions, elections, meals, swag distribution (Randy Mallory)
    - Discussion of possible options for PD.
    - How will we go about allocating funds for meals?
        - The SSL/SSR at each school will play a major role in this for our upcoming Convention. A cheque will be mailed out to them to use toward meals for each member in their school, at a set rate per person.
    - Childcare is part of our Convention budget, but requires receipt in order to be reimbursed.
    - Elections and resolutions need to be streamlined for this year.
    - Discussion around possible entertainment for Business Day over lunch.
    - Review of the processes for voting, and Robert's Rule of Order

9. SSRs/SSLs Sept 2021 (Debbie Banman)
    - The role of our SSRs/SSLs is going to be very important in the upcoming school year.
    - Debbie will work on putting together a presentation over the summer to send out to administrators.
    - We will aim to get names and contact information of new SSRs/SSLs in a bit faster this year because their role at Convention will be very important this year.

10. Summer – Retreat, Policy renewal (Debbie Banman)
    - Discussion around the possibility of a retreat over summer.
    - It is difficult to plan for something like this with COVID and our current restrictions.
    - PD could possibly be brought in from STF if this is something that was going to be explored in the future.

11. Other Business
    - Ashley (Vice-President and Councillor) will be going on maternity leave in September.

12. Adjournment
    - Motion to adjourn by Cathy Norman.
    - Seconded by Amanda Grimwood.
    - Meeting adjourned at 9:00 pm.