

Present: Jonathan Nyquist, Vice President  
Craig Perlmutter, Vice President  
Rob Carmichael, Director  
Jeff Brown, Director  
Mark Diamond, Director  
Julie Gallie, Director  
Karen Hartnett, Director (by phone)  
Eric Shendelman, Director

Regrets: Adam Kronick, President, Leon Muszynski, Secretary/Treasurer and Mike Stewart,  
Director

Staff: Heather Heagle, Executive Director

1. Welcome & Introduction

Craig Perlmutter chaired the meeting as Adam Kronick was unable to attend the meeting. Craig welcomed everyone to the meeting and moved to the first item on the Agenda.

2. Additions to Agenda

The possibility of an Accessibility Grant was added to the Agenda.

3. Approval of November 22, 2016 Board Meeting Minutes

**Motion #1:** Recommend, That the November 22, 2016, Board Meeting Minutes be approved as presented.

Moved by: Rob Carmichael

Seconded by: Julie Gallie

**CARRIED**

4. President's Report

Craig Perlmutter

i. Annual General Meeting Script

The Annual General Meeting Script was distributed to the Board as part of their Board meeting materials. Craig reviewed the script in detail with all of the Board Members to ensure they had a good understanding for the schedule for the meeting.

ii. In Camera – Executive Director's Review

Craig asked Heather Heagle to leave the meeting to discuss with the Board Members Heather's review and to have approval from them for an increase in her salary for 2016-17 fiscal year.

5. Treasurer's Report

In Leon's absence, Heather detailed the Financial Report. At this time of year, there was nothing outstanding to report.

6. Executive Director's Report Heather Heagle

Heather presented her report regarding all of the printed materials being prepared for 2017, the election and on the upcoming events.

7. Business Arising  
There was no past business to report at this time.

8. Committee/Event Reports:

**Awards** Jeff Brown

Jeff stated that all details for the Awards Dinner were in place for the January 17<sup>th</sup> event.

**Government Relations**

i. Temporary Foreign Worker Program

Jonathan Nyquist informed the Board that there wasn't any new information regarding the Temporary Foreign Worker Program (TFWP). The government is aware that camps are beginning to hire foreign staff.

ii. Early Years

Eric Shendelman explained that there had been a meeting with the Ministry of Long Term Care and Health. This ministry is reviewing Regulation 568 (Health Protection and Promotion Act). Eric detailed the meeting with the ministry staff and outlined that he had spoken to them about the changes to the Ministry of Education (Early Years Act) and Ministry of Recreation (REGULATION 797). Eric also provided the ministry staff with a copy of OCA's proposed new Year-round Standards and a copy of the OCA's Crisis Response Resource Manual.

While the ministry staff were understanding and listened to and appreciated the information we provided they couldn't comment on the changes in the Ministry of Education nor could they consider having OCA under their mandate.

Eric went on to inform the Board that Heather went to an Early Years Meeting the following day and had an opportunity to speak with The Honourable Indira Naidoo-Harris, MPP, Associate Minister of Education (Early Years and Child Care). During the discussion, the Minister introduced Heather to her scheduling staff to confirm a meeting in early February. Once a meeting has been scheduled, Eric will inform the Board.

iii. CCA Government Relations Committee

Mark Diamond stated that he will be organizing a CCA Government Relations Committee Meeting in the New Year.

iv. Refugee Summer Program

Mark Diamond outlined that the Refugee Summer Program would begin again in February. Committee Members and all of the associated organizations will be contacted about the program details. Hundreds of children attended OCA Camps in 2016. To provide financial assistance to this initiative, OCA's 2017 Annual Conference charity will be the Summer Refugee Program and will receive funds collected from the Raffle and Country Casino Night. The funds

will be used for transportation for the campers which was a big issue for parents getting their children to camp.

### **Marketing Task Force**

In Mike Stewart's absence, Heather informed the Board that there had been three meetings, beginning November 28<sup>th</sup>, with educational professionals from Peel, York, Durham and Toronto Regions. The Camp in a Box program was outlined at those meetings and was greeted with great enthusiasm. Each group thought that the program would be valuable to teachers in their classrooms, that the games should represent activities in small spaces (as teachers, for the main part, present active programs in their classrooms), and they strongly agreed with the idea of them being trained on how to use the games, either at lunch or after school. Getting the principals involved was a theme throughout the conversations.

December 14<sup>th</sup>, a conference meeting was held with the committee including the Gabor Group. They provided specific parameters moving forward with this project. To move ahead on the prototype we need to decide on what 4 games will be included for the pilot, and we need to establish the age range of children who will be using these games. The committee agreed with this outline and decided grades 1 to 4 would be targeted and that we would create the module for the 4 games. Once the prototype is in place we can easily add games and increase the ages for the next stage of the project.

Funding for this project was approved in the 2016-17 Budget.

### **Special Needs**

Julie Gallie

Julie reported that just prior to the Board Meeting this morning there had been a meeting with Constance Exley, Accessibility Ontario, Tracy Morley, Camp Awakening, Heather Heagle and herself regarding The EnAbLING Change Program 2017-18 Grant. The OCA will be applying for this grant to assist with increasing the capacity of the CampFire of Inclusion and educational workshops for camps across the province. In November the Board was provided with information regarding the idea of a two day CampFire of Inclusion Conference. The deadline for this grant is January 26, 2017.

Julie also informed the Board that she and Sarah Facey had attend a Camp Fair on Saturday and Sunday. Parents were very receptive to their information and let them know that they had no prior knowledge of the OCA.

### **Standards**

Eric Shendelman

Eric stated there was no new information to provide at this time. He detailed that he would be presenting Standards Workshops at the OCA Conference, Wednesday, January 25<sup>th</sup> at 2:30 pm, for the first time this workshop would count as training/preparation for camps and visitors for 2017 Standards Visits. Eric and Rob Crew will also be presenting on Friday, January 27<sup>th</sup> at 10:15 am.

At this time the Board recognized and thanked Rob Crew for all of his work completing the draft Year-round Standards.

Eric completed his report by stating that Matthew Bernardo has assumed the Standards Committee Chair position and Miles Villneff is now the Standards Review Committee Chair.

Eric asked the Board to review the draft Terms of Reference for the new Mentorship Committee and Mentors. The Mentorship Committee would now be a stand-alone committee with Kelly Mathews as the Mentorship Committee Chair. Kelly will be hosting the second Mentorship Workshop on Thursday, February 23, 2017. Following a review and discussion of the Terms of Reference, Eric proposed that a motion be put forward that the Board accept and recognize this new committee.

**Motion #2:** Recommend, That the Board approve the formation of the Mentorship Committee and the Terms of Reference for the committee and Mentors.

Moved by: Craig Perlmutter

Seconded by: Julie Gallie

**CARRIED**

**Canadian Camping Association (CCA)**

Rob Carmichael

Rob had nothing to report at time this as the CCA meeting was cancelled.

9. New Business

Jonathan Nyquist informed the Board that there would be a marketing meeting for Preferred Vendors on January 19<sup>th</sup> in the OCA office. The meeting is to assist vendors with marketing to a unique market within the camps industry.

10. Next Meeting Dates: Tuesday, January 17th 12:00 noon – 2:30 pm Board Meeting  
3:30 pm AGM and,  
5:30 pm Awards Dinner

11. Adjournment

Motion to Adjourn: Jeff Brown at 12:00 pm

Date the Draft Minutes are approved: \_\_\_\_\_

Signatures: \_\_\_\_\_

OCA President

Executive Director