



Ontario Camps Association

Board of Directors Meeting – Wednesday, May 20, 2015
10:00 a.m. to 12:15 PM
OCA Office – 70 Martin Ross Avenue, Toronto, ON M3J 2L4

Present: Adam Kronick, President
Jonathan Nyquist, Vice President
Craig Perlmutter, Vice President
Leon Muszynski, Secretary/Treasurer
Rob Carmichael, Director
Mark Diamond, Director

Regrets: Pearl Bell, Director, Jeff Brown, Director, Julie Gallie, Director, Pam Lamont, Director, Stu Saunders, Director, Eric Shendelman, Director

Staff: Heather Heagle Executive Director

1. Welcome & Introduction

2. Confirmation of Agenda

3. Approval of April 21, 2015, Board Meeting Minutes

Motion #1: Resolved, That the April 21, 2015 Board Meeting Minutes be approved as presented.

Moved by: Craig Perlmutter

Seconded by: Mark Diamond

CARRIED

4. President's Report

Adam Kronick

I. The Connected Brand

The Connected Brand met with Heather this month to review communication processes.

A meeting will be scheduled with them in the near future to continue with the branding process.

Action Item: Once there is further information from The Connected Brand it will be sent to all Members. (Adam & Heather)

ii. Canadian Camping Association (CCA) Membership Fees

The Board appreciated the opportunity to speak with Jill Dundas, CCA President and Dave Graham, CCA Treasurer about the CCA's proposed 2016 membership. At the time of the conversation CCA was proposing a fee of \$55.00/camp.

The CCA Board met later that week and passed the following motions:

a. "that the CCA Board approves the fee charged to the PCA's based on their prior year membership be increased to \$30 effective for the 2016 billing. This fee will be reviewed annually as part of the budget process."

b. "that the CCA Board approves the creation of an internally restricted Research Fund. The money for this fund will be supported by a levy per camp member per PCA at a rate of \$5 per. This levy will go into effect as of the 2016 fee billing cycle. The continued need of this fund will be reviewed annually as part of the budget process. "

c. "that the CCA Board approves the creation of an internally restricted Lobbying Fund. The money for this fund will be supported by a levy per camp member per PCA at a rate of \$7.50 per. This levy will go into effect as of the 2016 fee billing cycle. The continued need of this fund will be reviewed annually as part of the budget process."

The final decision was that the 2016 CCA membership fees will be to \$42.50/camp.

5. **Treasurer's Report**

Leon Muszynski

i. April - Financial Report

The April financial report was reviewed and all indicators show that OCA's finances are in good order with respect to the budget.

ii. 2015-16 Draft Budget

The draft 2015-16 Budget was presented in detail providing Board Members time to ask questions and to have input on changes and additions. There will be some adjustments made after the May month-end as both the Health Care Conference and the Counsellor Conference take place this month, but on the whole the budget was accepted by the Board. The final draft Budget will be presented to the Board for approval at the September Board Meeting.

Motion #2: Resolved, That the draft 2015-16 Budget be approved in principal, subject to the amendments provided by the Board.

Moved by: Craig Perlmutter

Seconded by: Mark Diamond

CARRIED

Action Item: Heather will send the amended draft Budget to Board Members in June following the May month-end financial report.

6. **Executive Director Report**

The office has provided support, materials and supplies for the following two conferences.

i. Saturday, May 2, Healthcare Conference

Approximately 60 Healthcare Professionals attended the conference. 95% of the delegates were new attendees. The debriefing meeting took place on May 13th. The 2016 conference will take place May 14th.

ii. Saturday, May 23, Counsellor Conference

At this time there are over 100 registrants and all of the speakers are confirmed for this event. Registration is expected to be over 200 by the end of this week.

iii. 2016 Annual Conference

A second meeting of the committee was held, Wednesday, May 6th. A draft schedule was developed for the conference, topics were discussed and ideas for a theme were suggested. An email was sent, May 12th, to Members asking for their suggestions for topics and speakers. The next meeting of the committee will be held in September. Further to the direction of the committee speakers will be contacted over the summer months to confirm topics, dates and times. At the September meeting the committee will select topics and speakers. Michael Thompson (co-author of Raising Cain) has confirmed he will be the Friday closing Keynote. David Suzuki has not confirmed his attendance at this time.

iv. Projects Update:

- a. Crisis Response Resource Manual – Completed and sent to Members as well as posted on the bookshelf of OCA's homepage.
- b. Camp Marine Module is almost complete. Information regarding the Quality Management Manual and Course Outline was emailed to all Camp Members in May.
- c. A progress report on the new marketing plan OCA is developing with the support of Members and The Connected Brand was sent to all Members in May.
- d. The first edition of the Tripping Resource Manual is getting closer to completion.
- e. Plans are in the development stage for the Healthcare Resource Manual.

v. Membership Renewal Forms/Letter

The Board reviewed the Membership Renewal Form and Letter for 2015-16. They suggested that questions regarding Temporary Foreign Workers be included in the forms to be completed and that a letter from the Treasurer regarding on the increase of fees be included in the package. Two years ago at the 2014 Annual General Meeting the Treasurer brought the suggestion of increasing fees annually, which was agreed upon, based on the cost of living index for Ontario.

Action Items:

- i. Leon and Adam will prepare the Membership Letter for mailing in August.
- ii. Jonathan and Adam will prepare questions regarding Temporary Foreign Workers for the Membership Renewal package.

7. Business Arising

Nothing was slated to be discussed.

8. Committee/Event Reports:

Educational Events

Health Care Conference

Pearl Bell

Though Pearl was unable to attend she sent the following report to be read at the meeting. The HealthCare Conference held May 2nd @ Bayview Glen although down in numbers was a resounding success with the quality and quantity of sessions presented. Perhaps the decline in registration was partially due to some confusion re: Cheryl Bernknopf's ACN Workshop which was held the day after ours and well-advertised before our media outreach was communicated.

Our keynote speaker Dr. Clive Schwartz will be presenting a challenge re: Healthier Eating @ Camps to all camps to address the use of Trans Fats @ camps. (Either via the next newsletter or email blast).

The Health Form Template, an aid for camps, was posted in the May 15th OCA newsletter and is on the OCA's website under Health Care Committee.

Discussions will take place around possibility of running another Day Camp Conference this year or whether there should be a one year hiatus and present the conference in 2016.

Next Thursday May 28th I look forward to joining the Archive Committee as we journey to Trent. For me this meeting and tour will be a learning curve to discover more about the preservation of our history.

Government Relations

Mark Diamond, Craig Perlmutter & Jonathan Nyquist

At this time all of the actions are status quo. Craig is waiting to complete the final details for the

Camp Marine Module. Jonathan is fielding questions from members regarding their Temporary Foreign Workers. Mark is monitoring all of the activities and keeping in touch with the Lobbying firm.

Canadian Camping Association (CCA)

Rob Carmichael

The CCA has confirmed the dates for National Leadership Forum (NLF). The meeting will take place November 16 and 17. More information will follow. The location of the event will be in Bromont QC, near Montreal, in conjunction with ACQ conference.

Jill Dundas, CCA President, requested an idea of learning objectives for the NLF (basically, a list of topics or ideas we want to see covered). OCA's suggestions were sent to Jill a few days after we learned of the request. The learning topics suggested were:

- a. Crisis Response Resource Manual
- b. Tripping Guide
- c. Social Media
- d. Online Administration and Registration

9. New Business

Camp Staff Membership

Adam Kronick

i. Adam stated that Jeff Brown had suggested that we offer camp staff OCA Membership at no charge. They would have all of the benefits of membership, but would have not voting rights.

Action Item: Adam will speak with Jeff Brown about organizing this initiative for this summer.

ii. Jeff Brown forwarded a message to the Board stating he had spoken to his Member of Parliament about the current issues camps are facing.

10. Next Meeting Dates:

Thursday, September 24th

Tuesday, October 20th

Thursday, November 19th

Thursday, December 10th

Tuesday, January 19th AGM + Awards Dinner

11. Adjournment

Motion to Adjourn: Leon Muszynski 12:15pm

Date the Draft Minutes are approved: _____

JA Deagle - Sept 24/15

Signatures: _____

OCA President

Executive Director