



Ontario Camps Association

Board of Directors Meeting – November 19, 2015

10:00 a.m. to 2:13 p.m.

OCA Office – 70 Martin Ross Avenue, Toronto, ON M3J 2L4

MINUTES

Present: Adam Kronick, President
Jonathan Nyquist, Vice President
Craig Perlmutter, Vice President
Pearl Bell, Director
Jeff Brown, Director (by phone)
Pam Lamont, Director
Eric Shendelman, Director

Regrets: Leon Muszynski, Secretary/Treasurer, Rob Carmichael, Director,
Mark Diamond, Director, Julie Gallie, Director, Stu Saunders, Director

Special Guest: Rob Crew, Standards Review Chair

Staff: Heather Heagle, Executive Director

1. **Welcome & Introduction**
2. **Confirmation of Agenda**
3. **Approval of October 20, 2015 Board Meeting Minutes**

Motion #1: Recommend, That the October 20, 2015, Board Meeting Minutes be approved as presented.

Moved by: Eric Shendelman

Seconded by: Pearl Bell

CARRIED

Approval of the November 4, 2015 Board Meeting Minutes (by Conference Call)

Motion #2: Recommend, That the November 4th, 2015, Board Meeting Minutes be approved as amended.

Moved by: Pam Lamont

Seconded by: Craig Perlmutter

CARRIED

4. **President's Report**

Adam Kronick

i. Educational Workshop: Camp Talks

Dana Zosky presented a proposal for Camp Talks, educational workshops designed for camp professional, senior staff, owners and directors. Ideally these workshops would be presented two times a year, November and March, in the fall and spring and would be streamed across the province.

The Board thought that Camp Talks was a good idea to start small and eventually see it enlarged to include parents.

Action Item: Dana was asked to work with Heather in preparing a detailed framework which would include the names of speakers, topics and budget.

ii. The Connected Brand

Lauren Granatstein presented her report regarding OCA's social media campaign and the use of a new tagline which would be attached to the OCA Logo "Camps Parents Trust". This new social media logo and tagline will be used on Facebook, Twitter, Instagram and other electronic media.

iii. Executive Director Review – In Camera

iv. Early Year Act

A meeting was held at the OCA to discuss the impact of the new Early Year Act on camps who have campers under the age of four. Over 35 camps are greatly affected.

The new Act stipulates that:

- a. Camps cannot have children under the age of four years of age – if they turn four on a Thursday and the camp starts on Monday, they cannot attend until they are actually four
- b. Camps who have children under the age of four must be a licensed day care and must meet ministry requirements for all of their facilities
- c. Camps who offer programs to children under four must have ECE staff working with the campers

Action Item: Heather was asked to arrange a meeting with Global Affairs to discuss options for meetings with the Ministry of Education.

5. Treasurer's Report

i. October Financial Report

Leon was unavailable for the meeting. However, he had reviewed and commented on the report. He previously reported that all of the accounts were in good order and there was nothing outstanding to report to the Board.

ii. Audited Financial Statements

The approved 2014-15 Audited Financial Statements have been signed and sent to Sam Marinucci, OCA's Auditor. The statements will also be mailed to all Members in their election packages.

iii. Legacy Fund

Following the Audit and the approval of the 2014-15 Audited Financial statements by the Board of Directors, the final adjustment of \$8,649.00 for the Legacy Fund (20% of Net) needs to be completed.

Adam called for a motion to approve the transfer of \$8,649.00 from the operating account to the Legacy Fund.

Motion #3: Recommend, That the Board of Directors approve the transfer of \$8,649.00 from the operating account to the Legacy Fund.
Moved by: Eric Shendelman Seconded by: Jonathan Nyquist
CARRIED

6. Executive Director's Report

Heather Heagle

Heather reported on the completed print projects, that the 2016 Election Information was ready for mailing and for posting on the OCA's website and that work was continuing on a Tripping Guide, Non-Summer Standards, a Health Care Resource Manual, and a Senior Staff Resource Manual. The preparations for both the AGM and the Awards Dinner taking place Tuesday, January 19, 2016, at the Vaughan Estates, are almost complete. For the elections Borden, Ladner and Gervais, LLP, has again provided two articling students who will be assisting with the election process; they are Josh Zelikovitz and Jessica-Ann Buchta.

In addition, the following is a list of the Kindred Group Meetings schedule and room allocation:
Time of the Kindred Meetings: 4:45 - 5:45 pm

Leaders	Kindred	Room Allocation
Julie Gallie	Agency Camps	Butternut/Holly Room
Eugene Chong	Day Camps	Primrose Room
Mark Diamond	Private Camps	Violet/Orchid Room
Karen Hartnett	Religiously Affiliated Camps	Jasmine Room
Melissa Ray	Special Needs Camps	Evergreen Room

7. Business Arising

8. Committee/Event Reports:

Awards

Jeff Brown

A list of the recommended Awards Candidates was presented to the Board for their review. Jeff provided details from the Awards Committee Meeting. A motion was presented by Jeff to recommend that Alf Grigg receive the 2015 Dorothy Walter Award of Excellence.

Motion #4: Recommend, That the Board of Directors approve Alf Grigg as the 2015 Dorothy Walter Award of Excellence recipient.

Moved by: Pearl Bell

Seconded by: Craig Perlmutter

CARRIED

Community Engagement

Pam Lamont

Pam reported that the Committee was meeting on Monday, November 23rd and she would bring information from that meeting back to the Board Meeting in December.

Educational Events

Jeff Brown and Pearl Bell

Jeff reported that the conference registration opened and that the regular rate would begin on December 7th.

Pearl informed the Board that the Health Care Committee was working towards creating two workshops for 2016 winter and spring, Mental Health and Lyme Disease Education.

Government Relations

Mark Diamond, Craig Perlmutter,
Jonathan Nyquist

Craig stated that the committee is waiting for the new government to open parliament before contact is made with the new representatives.

Nomination & Governance

Craig Perlmutter

Craig stated that all of the candidates had submitted their information for the election. All details are complete for the election.

Special Needs Resource

Julie Gallie

No report

Standards

Eric Shendelman

Eric presented the following motions for approval:

i. ACCREDITED CAMPS FOR REACCREDITED

Motion #5: To accept the recommendation of the Standards Committee that, based on the results of the recent standards visits, the following camp be re-accredited for four years:

Canadian Adventure Camp
Moved by: Jonathan Nyquist
CARRIED

Seconded by: Craig Perlmutter

Motion #6: To accept the recommendation of the Standards Committee that, based on the results of the recent standards visits, the following camp be re-accredited for four years:
Project Canoe
Moved by: Craig Perlmutter Seconded by: Pam Lamont
CARRIED

Standards Review

Rob Crew

Rob presented the revisions to the 2015 Guidelines for Accreditation in detail. He explained that most of the changes were clarification. The new standards which were just inserted were in regards to the new Early Years Act (August 2015). After much discussion Rob asked for a motion to approve the recommended revisions to the 2015 Guidelines for Accreditation.

Motion #7: To accept the recommended revisions to the 2015 Guidelines for Accreditation that will be presented to the Membership at the 2016 Annual General Meeting for approval.
Moved by: Eric Shendelman Seconded by: Pearl Bell
CARRIED

The Board thanked Rob, the Standards Review Committee, and Jen Gilbert, Membership Coordinator, for all of their work.

Youth Engagement

Stu Saunders

No report

Canadian Camping Association

Rob Carmichael was unable to attend the Board Meeting. Heather provided a brief report on behalf of Rob, regarding the Canadian Camping Association's (CCA) National Leadership Forum meeting held Monday, November 16, and Tuesday, November 17, 2015.

i. Marketing

Gabrielle Rail & Stephen Fine have worked together to integrate statistical information from research completed and a nation-wide marketing campaign that each province can work with and apply their own information, stories and logos. There are two phases to this strategy.

a. Thanks to Camp because... and b. Camp Helped Me...Share your story. Information was distributed to the Board Members.

iii. Statistics

University of Montreal is embarking on building a nation-wide database to collect statistics on Numbers of Camps, Numbers of Staff, Overall Expenses and Revenues (e.g. Food Expenses, Numbers of Campers, Salaries, etc.) to help with building awareness, marketing and lobbying.

iv. Shape Up

A province-wide project in Quebec to help kids shape up and eat better. The ACQ would like all Canadian Provinces to jump on board. They provide training, coaching and come to camps to help with active games at different levels and to help camps make better food choices for their menus.

v. Data Base

The CCA and ICF introduced the beginnings of their partnered data base. They do not have all of the information needed to complete a camps data base. Stephan Richard will be working with Ontario to build the architecture for their database.

vi. New CCA President

Stephan Richard – New Brunswick – Diabetes Camps

His term in office will begin in January 2016.

vii. CCA Budget

CCA is looking to have an overall net of \$6,000 this year.

Rebates from Sponsors:

- a. Foodbuy: Total rebate - \$7,300.00 – CCA retains 50% of the full amount, OCA's portion will be \$1,375.00
- b. SterlingBackCheck: Total amount - \$5,800 – CCA retains 50% of the full amount, OCA's portion TBD
- c. Insurance Fund: The amount is usually \$17,000.00

Please note that OCA paid for air flights and accommodation for Rob Carmichael and Heather Heagle to attend the meeting. CCA will be billing OCA for food costs from the event.

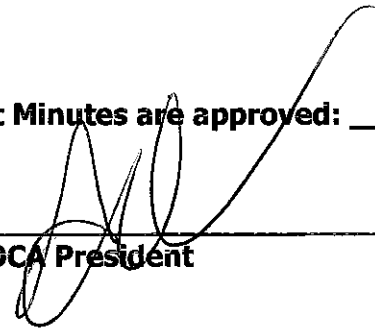
9. New Business

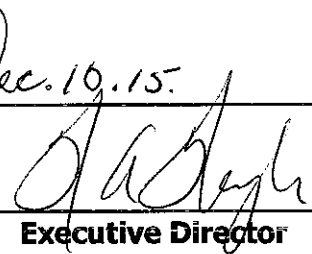
- 10. Next Meeting Dates:** Thursday, December 10th
Tuesday, January 19th AGM + Awards Dinner

11. Adjournment

Moved by: Jonathan Nyquist 2:13 pm

Date the Draft Minutes are approved: Dec. 10. 15.

Signatures: 
OCA President


Executive Director

