

The Inclusion Committee is looking at changing their name as it does not reflect their mandate.

ii. Board Member

Christina Bonner at the September Board Meeting informed the Board that the Diabetes Canada Camps would not be renewing their OCA Membership. OCA bylaws state that you must be an OCA Member in order to be a Board Member. If the Diabetes Camps do not renew their Membership by the deadline in September, Christina could no longer remain on the Board as a Board Member.

Diabetes Canada Camps have not renewed their Membership. Christina Bonner is no longer a Board Member.

iii. 2018 Board Meeting Dates

The Board decided to schedule two dates for the next two meetings. The dates chosen were January 17th and February 28th.

iv. Eric stated that he had attended a World Drowning Conference in British Columbia. He also wanted the reports sent to OCA Members by the office. The largest category for drownings is 18 to 24 year old men. Key focus areas are 1 to 4 year olds, indigenous communities and new Canadians.

Eric asked Board Members to share any information about what they are doing in their camps that promotes new techniques, best practices or other topics with waterfront staff. Waterfront staff are part of this organization and they need to be kept abreast of all pertinent information.

v. Confidentiality

Board Members were reminded about the importance of confidentiality. In addition, OCA Committee Members would also be asked to sign confidentiality statements.

vi. Kids in Camp (KIC)

A meeting was held with Kids in Camp on October 24th. Bob Smith and Jocelyn Palm stated that the charity wants a closer working relationship with the OCA. Bob provided statistics which illustrated the charity's growth in the number of camps that are involved with KIC and the amount of funds raised and spent each year to send kids to camp. Different ideas were discussed regarding fundraising. In addition, it was suggested that a Board Member become a liaison attending KIC Board Meetings.

The Board would like to work with KIC but felt more details needed to be provided about the working relationship.

Two suggestions to be discussed next year are as follows:

1. At the time of Membership Renewal, CCA Membership Fees would be separated from OCA Membership Fees to let the Members know that their fees include CCA Membership Fees.
2. A Charity Check Box would be added to the Membership Renewal. If Members wished to give a financial donation they would check the box. Information regarding the charity and what the funds would be used for would be provided.

5. Treasurer's Report

Heather Heagle

i. September Month-end

Heather provided the information regarding the September Month-end in Leon's absence. There was nothing outstanding nor was there any significant change to the report.

ii. 2016-17 Audited Financial Statements

Sam Marinucci

Eric introduced Sam. Sam began his presentation by thanking the Board for inviting him to the meeting and asked them to open the Draft of Financial Statements. Sam provided details for the following items: Narrative Report, Adjustments from the Audit, the Trial Balance and the impact of adjustments and proposed figures. He also discussed the Independent Audited Report. He stated that OCA had a strong balance sheet. This year the OCA would have a surplus of \$6,000.

Eric asked the Board for a Motion to approve the 2016-17 Audited Financial Statements as presented.

Motion #2: Recommend, That the OCA Board of Directors approve the 2016-17 Audited Financial Statements as presented.

Moved by: Mark Diamond

Seconded by: Karen Hartnett

CARRIED

6. Executive Director's Report

Heather Heagle

A report was presented on the organization of four print projects, the Annual Conference and AODA Grant events.

Margarita Tcharnolousskaia, Ryerson University, Journalism Degree, has joined the office as the OCA's new Events and Social Media Coordinator was introduced at this meeting. The Board welcomed Margarita to the Association.

7. Business Arising

There were no items brought forward from the past meeting.

8. Committee/Event Reports:

Archives

Kelly Mathews

The Archives at Trent University are closed until next year. The Archives Committee will be meeting in the future to discuss their display for the OCA's 2018 Annual Conference.

Awards & Environment

Jeff Brown

The Awards Banquet will take place at the Hilton Hotel – Markham Suites, Wednesday, January 24, 2018. The event will begin at 5:00 pm with a reception followed by the banquet. This year the Community Engagement Committee will be greeters at this event and assist with the Honourary Life procession into the ballroom. An Awards Meeting is taking place today after the Board Meeting.

Educational Events

Karen Hartnett & Kelly Mathews

The Conference Speakers, Keynote Speakers and schedule has been completed for this conference. There will be two socials one on Wednesday evening beginning at 8:00 pm, and the second on Thursday evening at 8:00 pm. The Thursday social is "Captain Black Jack's Casino Night". Delegates will be asked to come dressed in pirate costumes.

An artwork was suggested for the evening. An artist would be contracted to collect information from delegates about what camp has done for them. These items would be used to create a wall-size picture. The piece of art would be created over three days of the conference. The development of this piece of art would create great anticipation. A Preferred Vendor may be

able to support this project financially as it could be used for marketing and it could also hang at the OCA Office and be used as a cover for any of the printed guides.

Government Relations

Mark Diamond & Jonathan Nyquist

The committee is now working on wage issue, however, we were not included in the first round of discussions with the government. The next round of meetings will take place in January 2018. At this time there is no news to provide to the Members. Currently, camps still have an exemption. On another note, the Early Years communication sent to the OCA office did mention camps in two areas within their documents; however, it had no real meaning.

Health Care

Bev Unger has approached Kelly Mathews to inquire about the availability of venues at Seneca King College for the last week of April for the Health Care Conference. The Health Care Committee is planning a two day conference with one sleepover. The second day would be to dramatize mock camp emergencies as a training tool for the health care professionals attending this event.

Mentorship & Outdoor Education

Brandon McClounie

In his absence, Brandon provided the following information, prior to the Board Meeting. This committee will be meeting on Friday, October 27th. This is the first meeting and the topics will be to decide the Term of Reference and Goals of the committee.

Nominations

Mark Diamond

A Nominations Meeting will take place on November 9th. Mark asked if Board Members were aware of any Members who were interested in sitting on the Board to let him know.

Special Needs Resource Committee

Julie Gallie

Mark Diamond provided the information for this committee. There are three new Co-chairs for the SNRC. They are Sarah Facey, Camp Awakening, Andy McMullen, Camp Winston and Rob Deman, Camp Kennebec.

Standards

Matthew Bernardo & Jen Gilbert

Further information was provided by Matthew and Jen. Then Matthew presented the following Motion to the Board for approval.

Motion #4: To accept the recommendation of the Standards Committee that, based on the results of this summer's Year-round Standards Visits and the recent October 11th Standards meeting, the following camps be re-accredited for four years:

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| Circle Square Ranch – Brantford | Easter Seals Camp Woodeden |
| Gitchigomee | Keewaydin Camp |
| Moorelands Camp | Onondaga Camp |
| Ouareau | ROM Summer Club |
| Robin Hood | Shalom |
| Simpresca: United Church | Smitty |
| StepStones Camp | Swallowdale Camp |
| Trails Youth Initiatives Inc. | Upper Canada Village: Time Travellers Camp |
| Walden | Wenonah |
| Winnebago | YMCA Hamilton Burlington Brantford - Brantford Day |
| YMCA Northeastern Ontario - John Island | YMCA Simcoe/Muskoka - Geneva Park Family Camp |
| YMCA Simcoe/Muskoka - Midland YMCA Day Camp | YMCA Western Ontario - Fanshawe Conservation Area |
| YMCA Western Ontario - Spencer Lodge Day Camp | YMCA Western Ontario - Windsor & Essex Branch |
| YMCA Western Ontario - Woodstock Branch YMCA | YMCA |

Moved by: Rob Carmichael

Seconded by: Kelly Mathews

CARRIED

The Board thanked Jen, Matthew and the Standards Committee for their tremendous attention to detail and to their work.

Standards Review

Miles Villneff & Jen Gilbert

Miles provided a list of possible changes for the Board to review and discuss. Each item was discussed in detail.

The Board agreed on all but one of the recommended amendments, as many of them were for clarification, or grammatical changes. These agreed upon amendments will be posted at the end of November for Members to review and vote on in January 2018. Miles will return with the last proposed amendment regarding a recommended Swim Test for all camps and present it at the November Board Meeting.

Motion #4: Recommend that the OCA Board of Directors accept the amendments to the Year-round Standards as presented.

Moved by: Jeff Brown

Seconded by: Karen Hartnett

CARRIED

Canadian Camping Association (CCA)

Rob Carmichael

Rob informed the Board that there had not been a CCA Meeting since the OCA Board last met in October. At this time, CCA is trying to find people to nominate for CCA Awards.

After a discussion, Rob stated that the CCA has concluded that due to the lessening of government issues, there is no need for OCA to cover 50% of the national lobbying fee. In addition, Rob updated the OCA Board on the CCA's campaign *#thankstocamp* stating it is now on social media.

Eric Shendelman and Rob Carmichael will be attending the National Leadership Forum (NFL), taking place in British Columbia at the end of November.

9. New Business

i. Inclusion Task Force

Rob Carmichael

Rob Carmichael asked what the Terms of Reference were for the Inclusion Task Force. Mark Diamond responded they were to educate and train staff, and provide materials and tools for camp directors to train their staff. Mark also stated that the committee wanted to change their name to LGBTQ+ Engagement Task Force.

The next step for this committee is to develop a sub-committee that will resource information and tools to assist people, and draft and present a handbook. The second part of the committee will draft, with OCA Members, a statement and/or standard for approval.

Action Item:

Mark will send the American Camp Association's LGBTQ+ Statement to the Board.

ii. Camp Security

Jonathan Nyquist

The OCA Member Camps and other camps around the province are a vulnerable community and not prepared for a serious event. It is time for the OCA to think about what we need to do to beef up our approach. It was suggested that information be added to Contextual Education addressing terrorism, fire, etc., in the Year-round Standards and possibly a new Standard could be drafted. The information is in the Crisis Response Resource Manual and could be added to the Year-round Standards. Jonathan suggested that a survey be sent to Members to understand their level of security measures.

Action Items:

a. Address the camp security issue with the Standards Review Committee.

b. Survey Members regarding their current security initiatives and their security requirements.

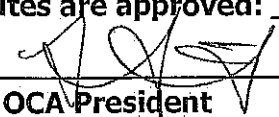
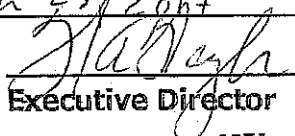
c. Suggest to members they complete a site survey at their camp to see where they could possibly be vulnerable.

Security is one of the key topics today. Jonathan suggested a speaker who has provided security for camps and who would be able to address this topic as a keynote speaker.

10. **Next Meeting Dates:** Wednesday, November 22, 2017
Wednesday, December 13, 2017

11. **Adjournment: 1:56pm**
Motion to Adjourn: Kelly Mathews

Date the Draft Minutes are approved: November 25, 2017

Signatures:  

OCA President **Executive Director**