



Ontario Camps Association

**Board of Directors Meeting – January 17, 2018**  
**10:00 a.m. to 1:15 p.m.**

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

## **MINUTES**

- Present:** Eric Shendelman, President  
Rob Carmichael, Vice President  
Leon Muszynski, Secretary/Treasurer  
Jeff Brown, Director  
Julie Gallie, Director  
Karen Hartnett, Director  
Brandon McClounie, Director  
Kelly Mathews, Director  
Mike Stewart, Director
- Regrets:** Mark Diamond, Director and Jonathan Nyquist, Vice President
- Guests:** Jeff Bradshaw, Camp Wenonah and Jen Gilbert, Membership Coordinator
- Staff:** Heather Heagle, Executive Director

### **1. Welcome & Introduction**

### **2. Confirmation of Agenda**

At this time no items were added to the Agenda.

### **3. Approval of the December 13, 2017, Board Meeting Minutes**

**Motion #1:** Recommend, That the December 13, 2017, Board Meeting Minutes be approved as amended.

Moved by: Rob Carmichael

Seconded by: Karen Hartnett

**CARRIED**

### **4. President's Report**

Eric Shendelman

#### **i. Recreational Camp Regulations Update**

The Association asked the Ministry of Health and Long Term Care for clarification regarding changes to Regulation 503 and for timing issues. The Ministry's reply was that the changes proposed for this new regulation would not affect the camps industry. Brandon stated that the YMCA requested both clarification and the short process for enacting the regulation. Their response was the same.

#### **ii. Annual General Meeting (Room 1 & 2 C.C.)**

Information was provided for the Board of Directors that included an Agenda and

details of the meeting.

iii. Board Members- Annual Conference & Awards Banquet

Information was provided for the Board of Directors that included an Agenda and timing of the awards presentations.

iv. LGBTQ+ Engagement Task Force Update – Jeff Bradshaw

Eric welcomed Jeff Bradshaw, a member of the LGBTQ+ Engagement Task Force for all of his work. It has been a great challenge and very worthwhile.

Following his time on the Task Force, Jeff brought five (5) recommendations to the Board to assist with providing a clear process for change. These five recommendations are as follows:

1. Creating a Grievance Process

Jeff outlined some examples that are in place for other organizations. By creating a process people would have a clear path to present their grievances. At this time, people feel they don't have a voice.

2. OCA Leadership

It was suggested that part of the reason may be that OCA's senior leadership is mainly Preferred Vendors and that the Board of Directors does not reflect the camps community. There needs to be a better process for better recruitment and better representation. In January, the OCA Board of Directors should be reviewing the nomination process.

3. Communication between Board and Staff.

At this time communications are poor. A communications strategy needs to be created.

4. Ongoing Diversity Training

Diversity training should continue and include committee chairs.

5. Establishment of An Equity and Diversity Committee

Members who were part of the LGBTQ+ Engagement Task Force will continue developing resources for the website. Members of the camps community are looking for the OCA Board to draft new Year-round Standards that camps can accept a policy for hiring youth and staff members. There are many camps that could provide their Mission Statements and policies. The conference will provide a platform for discourse, a place for people to voice concerns and feel more connected to the OCA. They need to belong to an Association where there is absolute inclusion for everyone.

Eric thanked Jeff for all of his work on the Task Force and for his comments today.

**Action Item:** Name Tags for next year's conference should include pronouns for a person's identification.

**5. Treasurer's Report**

Leon Muszynski

Leon acknowledged that this was his last day as OCA's Treasurer. He thanked the Finance Committee for their great work as an amazing team which helped to build OCA's current financial stability.

Eric recognized and thanked Leon for his many years of commitment and service to the Association. One of the ways of publicly honouring Members is through the OCA Awards. Leon will be receiving the Dorothy Walter Award of Excellence, an award for selfless people who continually work for the health and safety of the camps community.

i. December Financial Report

OCA's finances are stable. At this time, the committee is reviewing the conference revenues which are lower than last year. Rob Carmichael has had a huge role with lowering costs of the food at the conference by analyzing the costs for meals and the control of the numbers. The new Board of Directors with the Finance Committee will have to consider any areas within the budget that may be impacted by the changes to minimum wage, lower revenues if they occur for the conference and any changes to membership revenues.

Leon stated at this time that he was willing to remain on the Government Relations Committee.

ii. Finance Committee Meeting

Leon tabled information that the Finance Committee had been reviewing regarding Membership fees. To make the fees fairer for Members one of the suggestions was to increase the numbers of levels (between 2 and 4) and to look at Multi-camp fees.

Membership Renewal fees for 2018-19 will be the same based on the rate of inflation. When renewing, Members will be asked questions that will assist with the committee's work on having a fairer fee model. The Finance Committee will work with the Membership Committee on this review of membership fees.

**6. Executive Director's Report**

Heather Heagle

All of the operations for the Annual Conference, Awards Dinner and Annual General Meeting are confirmed and ready for the events.

Heather introduced Monica Rzepecki, OCA's new Events & Social Media Coordinator.

Board Members welcomed Monica.

**7. Business Arising**

Eric Shendelman

There were no items for discussion under this topic.

**8. Committee/Event Reports:**

**Archives**

Kelly Mathews

The committee is still looking for a chair. Following the conference a search will

be conducted to fill the position.

**Awards & Environment**

Jeff Brown

i. Awards Committee

Everything is ready for the Awards Dinner. A PowerPoint presentation, highlighting the Awards Candidates and their awards, is a new tool this year.

ii. Environment Committee

At this time there was nothing to report.

**Educational Events**

Karen Hartnett & Kelly Mathews

i. OCA 2018 Conference

The Conference Committee is a very cohesive and hardworking team. All of the Speakers are in place and the team is ready for a great event.

ii. The Board was informed that the Health Care Conference Chair and Committee would be going to Seneca King Campus to look at King Campus space as a possible location for the 2018 Health Care Conference.

**Government Relations**

There was no report for this item.

**Health Care**

There was no report for this item.

**Outdoor Education**

Brandon McClounie

A meeting with the Outdoor Education Committee is scheduled for the end of January. Six of the initiatives to be discussed will be brought to the Board Meeting in February.

OCA has been asked to be one of the Stakeholders consulted regarding safety for Ontario Schools' Outdoor Education Programs. There was a conference call with Deloitte who is completing the Audit for the Ministry of Education.

**Nominations**

Eric Shendelman

The nominations process is a very important, democratic process. The Board of Directors will review the process for nominations and the text that welcomes candidates from all communities to become Board Members. Many OCA organizations have developed wording that invites people to put their names forward for election. The first line Members read is an important statement of who we are as an organization.

**Special Needs Resources & ADO Grant** Julie Gallie

One of the expectations for the Accessibility for Ontarians with Disabilities (AODA) Grant was to complete Case Studies for future use by Members and Non-Members. The Case Studies have been completed and have been sent for review to Constance Exley, Project Manager, Camps Committed to Inclusion Project.

**Standards**

Jen Gilbert

At the December Board Meeting, the Standards Committee was asked to review the name for "Standards Visitors" and provide some suggestions. The Board decided to table this discussion at this time.

**Canadian Camping Association (CCA)**

Rob Carmichael

Further to the Board of Directors' discussion in December, Alberta, CCA's Provincial Camp Association has confirmed they will be funding Research 360 US Research in the amount of \$15,000.00. At this time, CCA will begin fundraising for the #thankstocamp campaign. After a discussion, the Board of Directors would like to have statistics quantifying the success of the campaign.

**Action Item:** Rob was asked to request from CCA the marketing statistics for the #thankstocamp initiative for the February Board Meeting.

**9. New Business**

New topics were not submitted for this item.

**10. Next Meeting Dates:**

Wednesday, January 24, 2018  
Annual General Meeting

**11. Adjournment**

Motion to Adjourn: 1:15 pm  
Moved by: Julie Gallie

Date the Draft Minutes are approved:

*Feb 28 / 18*

Signatures:

*[Signature]*

OCA President

*[Signature]*

Executive Director

**\*\*\*519 Training followed the Board Meeting**

