



## MINUTES

**Present:** Eric Shendelman, President  
Rob Carmichael, Vice President  
Jonathan Nyquist, Vice President  
Brandon McClounie, Secretary/Treasurer  
Jeff Bradshaw, Director  
Heather Davidson, Director  
Julie Gallie, Director  
Kelly Mathews, Director  
Bev Unger, Director

**Absent:** Jeff Brown, Director, Mark Diamond, Director and Karen Hartnett, Director

**Staff:** Jen Gilbert, Membership & Volunteer Coordinator

**1. Welcome**

Eric welcomed everyone to the meeting.

**2. Confirmation of Agenda**

**3. Approval of the Following Draft Minutes**

**Motion #1:** Recommend, That the April 25, 2018, Board Meeting Minutes be approved as presented.

Moved by: Julie Gallie                      Seconded by: Bev Unger

A request was made to make one edit.

**CARRIED**

**4. President's Report**

i. Bylaw #1 Meeting Update

Eric Shendelman

Eric provided an update. There was a meeting on April 24, 2018 where the current bylaws were looked at and feedback was requested. From those that sent in feedback, it was unanimous that the governance model that we currently have is maintained. There was recognition of the importance of volunteers to be part of the planning and execution, but still a need for an office with an Executive Director to drive the Association. However, not everyone had input and there may still be questions or concerns moving forward. Before making a decision as a Board, the Board will listen to what Howie Grossinger has to say.

ii. InterVarsity Update In-camera

iii. Office Transition In-camera

**Action Item:** An email will be sent to OCA Members with an update regarding OCA's transitional changes.

iv. Ministry of Education

Eric said that there is no new update in regards to Deloitte's findings. Brandon said a summary was sent on behalf of Deloitte last week. It was a quick, high level review with no immediate action items. An excursion policy is trying to be defined within school boards which is a complicated process when there are multiple players saying yea or nay. Brandon said there are no deadlines. Eric also mentioned that at this time we are waiting for an update on the OPP investigation regarding the drowning death of Jeremiah Perry last summer.

v. Kids in Camp charity update

Eric spoke to Bob Smith from Kids in Camp (KIC). KIC would like a Board Member to be a liaison to their Board. The Board's discussion included whether KIC could communicate directly to Members rather than through the Ontario Camps Association (OCA), whether a different level of Membership would be suitable for KIC and the value of partnership with KIC for the OCA. The Board will speak further to this topic in September and Eric will keep Bob updated.

vi. Volunteer Coordination – Confidentiality/Rob Crew

Eric informed the Board that Rob Crew will be taking on the Volunteer Coordinator role and work in tandem with Jen Gilbert.

**5. Treasurer's Report**

Brandon McClounie

i. April Month-end

April's Profit & Loss comparison showed that we are ahead of where we were at this time last year, partly due to the AODA Grant that's inflating OCA's profit. There are still outstanding expenses and revenues to come; however, the target for gross profit will not be met.

Eric thanked the Finance Committee.

ii. Finance Committee Mtg. – April 11

Brandon said that Leon Muszynski is working on the financial protocols. Also, in May, the draft budget from the Finance Committee meeting may be tentatively approved and will be sent in September for final approval. Membership fees will be increased by 2.5% which has been standard over the last couple of years. The committee would like to collect Membership fee level categories for each satellite.

Jeff Bradshaw requested that the timing of Membership renewal notifications be sent at a different time than July. The Board will discuss the timing in the fall.

**6. Business Arising**

Office closure

Jen Gilbert

Jen informed the Board that the OCA office would be closed Friday, May 18, 2018.

**7. Committee/Event Reports:**

**Archives**

Kelly Mathews

No update since the last meeting other than Diane Blair will be preparing information and materials for an archives display at the 2019 OCA Annual Conference.

**Awards, Community Engagement & Environment**

**Awards**

Eric Shendelman

Eric presented the Awards report as Jeff Brown was unable to attend the meeting. Eric spoke about Awards being presented throughout the 2019 OCA Annual Conference rather than at a dedicated evening. The Awards Committee would have to make a recommendation and be informed that the structure has changed.

**Educational Events**  
**2019 Annual Conference**

Julie Gallie

Julie said that the Conference Committee met last week and toured the hotel; there is a lot of space to use in different ways. Additionally, the programming and schedule are coming together, as well as Kindreds being formalized. Jeff Bradshaw suggested to replace the name Kindred with OCA Connect and thanked Kelly Mathews for her support for next year's conference.

**Equity & Diversity**

Jeff Bradshaw & Heather Davidson

Heather provided this report and said that Jeff is taking the lead on the ambassador program, while she is developing a resource, a 2 to 4 page tip sheet, to be available to camps this summer. An early draft will be out by the end of May and ready to go to the Membership the second week of June at the latest. Heather asked the Board to share their resources and will send a link so they can see what she's doing.

Jeff Bradshaw said the goal of the ambassador program is to have it as an OCA certified program in 2019 and at next year's Staff Summit. In addition, all four workshop blocks on Friday at the OCA Annual Conference would be equal parts training and certification. Further discussion will take place in October with the Board, but the idea is that two people from each camp would be sent to receive training and they would become ambassadors. Every camp would have access regardless of size at no extra cost.

**Government Relations**

Jonathan Nyquist

Jonathan said there are no major updates and the Canadian Camping Association (CCA) will be meeting to discuss government relations in a couple of weeks.

**Health Care**

Bev Unger

Bev thanked Eric Shendelman, Kelly Mathews and OCA's office staff. She also said the move to Seneca was great despite the more expensive meals. Out of 123 registered delegates (including Health Care Committee Members), 10 did not attend. There was a wind storm the evening of the Pre-conference Round Table, resulting in a lower attendance than expected; 20 out of 30 registered delegates attended. There were challenges with the residence and speakers were pleased. Bev also indicated that next year, Michelle Colomvakos will be the co-chair. Kelly Mathews offered Seneca as the facility for next year's conference.

Eric thanked Bev and the Health Care Committee.

Bev also spoke about a pilot project that an OCA camp is working on with George Brown College (registered practical nurse preceptor). If this project is successful, George Brown College is interested in working with other camps.

**Outdoor Education**

Brandon McClounie

Brandon reiterated the items discussed at the April 25, 2018 OCA Board Meeting. At the last committee meeting there were representatives from OPHEA, TDSB and COEO and the committee has been split into three task groups. A representative from OPHEA will compare, with the OCA, the OPHEA Safety Guidelines and the OCA Year-round Standards. At the 2019 Annual Conference, Jen Dundas will be the lead, supported by a small working committee including Barb Weeden. A draft survey is being developed to send to the Membership in the fall to get more information about outdoor education operations.

**Nominations**

Eric Shendelman

Eric presented the Nominations report as Mark Diamond was unable to attend the meeting. The following positions will be open for the 2019-20 OCA Board of Directors: President (1), Vice President (1) and Director (4).

**Special Needs Resources (SNR) & ADO Grant**

Julie Gallie

The final webinar for the ADO Grant was yesterday and there were approximately 29 people on the call. All eight (8) case studies have been completed and sent to Constance. The final report is being put together and will be completed by the end of the summer.

Eric thanked Julie and the Advisory Committee for their work.

**Standards**

Heather Davidson

Heather explained that feedback from the new standards has been collected. Jen Gilbert provided an update on the Year-round Standards training: three (3) of the six (6) training sessions have been completed, including the first ever webinar, which was very successful; follow-up is currently being done to collect visit dates; and, visitors and camps are being contacted if they haven't already registered for the training.

**Canadian Camping Association (CCA)**

Rob Carmichael

Rob said there is nothing to report as no meetings have taken place. He does not know whether there are any nominations for the CCA President. Eric asked if Rob can find out who from the OCA signed up for the #thankstocamp initiative.

**9. New Business**

No new business.

**10. Closing Remarks**

Eric closed the meeting by saying we've had an unbelievable 2018 so far and thanked the Board for the amount of work and collaboration that's been done. Eric wished everyone well for the summer and reminded them that monthly President Reports would be emailed to the Board.

**11. Next Meeting Dates:**

Wednesday, September 26, 2018	Wednesday, October 31, 2018
Wednesday, November 28, 2018	Wednesday, December 12, 2018

**12. Adjournment: 12:41 p.m.**

**Motion to Adjourn:** Heather Davidson

**Date the Draft Minutes are approved:** Sept. 26, 2018

**Signatures:**   
**OCA President**

  
**Minutes Recorded By**