

MINUTES

Present: Eric Shendelman, President
Rob Carmichael, Vice President
Jonathan Nyquist, Vice President
Jeff Bradshaw, Director
Heather Davidson, Director
Mark Diamond, Director
Julie Gallie, Director
Karen Hartnett, Director
Kelly Mathews, Director
Bev Unger, Director

Absent: Jeff Brown, Director, Brandon McClounie, Secretary/Treasurer

Guests: Miles Villneff, Standards Review Committee Chair, and Matthew Bernardo, Standards Committee Chair

Staff: Jen Gilbert, Operations Manager and Membership Coordinator

1. Welcome

Eric welcomed everyone to the meeting.

2. Standards Review

Miles Villneff

Miles reviewed the proposed amendments to the 2018 Year-round Standards, specifically speaking to two changes made following the October Board meeting: new recommended standard HC.2.5., which the Board wants to have vetted by OCA's lawyer, and the removal of SW.6.9.

Miles put forth the following motion:

Motion #1: Recommend, That the OCA Board of Directors accept the amendments to the Year-round Standards as presented, pending further consultation with OCA's Membership and additional legal consultation for HC.2.5.

Moved by: Kelly Mathews

Seconded by: Bev Unger

CARRIED

Action Item: Eric will send proposed new recommended standard HC.2.5. to Robin Squires.

3. Confirmation of Agenda

Eric added Preferred Vendors to the agenda.

4. Approval of the Following Draft Minutes

Motion #2: Recommend, That the October 24, 2018, Board Meeting Minutes be approved as presented.

Moved by: Julie Gallie

Seconded by: Heather Davidson

CARRIED

5. President's Report

Eric Shendelman

i. Bylaw Review Update

Eric spoke to Howie a couple of days ago and Howie would like direction from the Board. He is willing to speak at the Annual General Meeting (AGM) and meet with a task force to discuss bylaws related to voting. The Board discussed the voting structure based on acclamation and nominations and variations of voting (e.g., Members voting for 12 Directors). Rob's opinion is to keep the structure the way it is. Eric said this is an exploratory mission to figure out what's best for the Association and he's hearing from the Board that we should carry on. Need to bring examples of what's working in other industries and the President must be voted in.

ii. Inter Varsity Discussion In-camera

iii. Town Hall Meeting

The Town Hall Meetings to review proposed amendments to the 2018 Year-round Standards are December 4 and 11.

iv. Annual General Meeting

The Board agreed that anyone would be welcome to attend the AGM. There will not be registration, just a head count. Jeff Bradshaw recommended that the Board discuss at their next meeting what will be on the agenda at the Annual Conference Town Hall versus AGM. Eric talked about how according to OCA's bylaws, the decision to accept proposed amendments to the Year-round Standards is a Board one. The courtesy is extended to Members to vote. He also said no statistics will be read or videos of candidates shown. Jeff Bradshaw said a clear explanation needs to be provided to Members on the voting process with acclaimed candidates.

Action Item: Eric will speak with Nick Pasquino about three questions related to the voting process: acclaimed candidates, quorum and how the ballot is displayed for Members to vote for Board candidates.

v. Office Staff Evaluations

Eric asked Board Members to forward staff evaluation forms from their organizations so a template to evaluate OCA staff can be created.

vi. Executive Director Candidates In-camera

vii. Sexual Assault Reporting Rules

An OCA Member emailed Eric asking if OCA will be creating a protocol for camps to use when sexual assault happens. Eric said we could create a standard protocol that covers sexual assault, bear attacks, forest fires, etc. The Board discussed creating a standard that says, "Do you have a professional resource that is on standby in the event you need advice with respect to sexual abuse issue?" Eric says we need a directive that says investigating and reporting as some camps don't know when and what to do. We may need to create a task force.

Action Item: Mark will connect with Joey Rich.

viii. Marketplace Forum

There is no protocol for camps that want to sell products to other camps through OCA Weekly emails. The Board discussed a possible marketplace forum and it was brought up that we don't want to take away from Preferred Vendors who are selling the same products. The Board concluded that there are numerous platforms to sell products and the OCA will not create a marketplace forum.

ix. Kids In Camp

Last weekend was Pass the Music On and the winner was Glen Bernard Camp. Kids in Camp is hurting for event ideas because the inter camp competition is no longer taking place.

Additionally, the Board discussed allowing Kids in Camp and Amici Camping Charity to use OCA's logo, rather than the OCA Affiliate logo, on their website. Eric's recommendation is to write on each charity's website that parents should look for The Stamp of a Great Camp and put the hyperlinked stamp (OCA logo) beside that text.

Motion #3: Recommend, That Kids in Camp and Amici Camping Charity use the OCA logo instead of the OCA Affiliate logo on their website.

Moved by: Bev Unger

Seconded by: Jonathan Nyquist

CARRIED

6. Standards

Matthew Bernardo

Matthew presented the following recommendations to the OCA Board of Directors:

Motion #4: ACCREDITED → REACCREDITED - To accept the recommendation of the Standards Committee that, based on the results of this summer's Year-round Standards Visits, the following camps be re-accredited for four years:

Camp Arrowhead Day Camp	Cave Springs Camp: United Church
Elite Camps- Hoop Dreams Overnight Basketball Camp	Gan Israel Ontario
Girl Guides of Canada, Ontario Council: Adelaide	Glen Bernard Camp
Kettleby Valley Camp & Outdoor Centre	Kirk
Langskib Wilderness Programs	Pawsitively Pets Kids Camp
Sans Souci Riding Centre Inc.	Stevenson Children's Camp
URJ Camp George	YMCA Hamilton Burlington Brantford - Allen A Green
Youth Leadership Camps Canada	

Moved by: Jonathan Nyquist

Seconded by: Bev Unger

CARRIED

Motion #5: ACCREDITED → REACCREDITED - To accept the recommendation of the Standards Committee that, having provided a satisfactory letter of response, the following camps be re-accredited for four years:

Centauri Summer Arts Camp	Massad
Manitou - Bay of Islands	

Moved by: Bev Unger

Seconded by: Rob Carmichael

CARRIED

Motion #6: To accept the recommendation of the Standards Committee that, having provided a satisfactory letter of response, Pioneer Camp Ontario be re-accredited for four years.

Moved by: Jeff Bradshaw

Seconded by: Mark Diamond

CARRIED

Motion #7: ACCREDITED → REACCREDITED – To accept the recommendation of the Standards Committee that, based on the results of this summer’s Year-round Standards Visits and not having a camp director in 2018 (HR.1.3. and HR.1.4. were “NO”), Trent Excalibur Camp be re-accredited for one year.

Moved by: Rob Carmichael

Seconded by: Mark Diamond

CARRIED

7. OCA Staff Report

Jen Gilbert

i. Operations Report

Epoch Times has asked if OCA would like to purchase an advertisement in their Summer Camp Guide and/or a booth at their Summer Camp Expo. The Board asked for an email to be sent with further details about pricing and benefits.

Action Item: Jen will email the Board the Special Package PDF from Epoch Times.

ii. Multi-camps with Locations that Continuously Change

OCA office staff are unsure of how to process accredited camps with multiple locations that continuously change (same organization and camp director). Are the new locations Accredited or Provisional Two? Is each new location visited, resulting in a Year-round Standards Visit to that organization every year or almost every year? Eric recommended having a declaration document in which camps with locations that continuously change sign off that all applicable Year-round Standards are covered at the new location. Mark said they should be required to confirm in writing that what they filled out for the last inspection still applies or what does apply based on the changes. It was decided that this discussion would be tabled and perhaps a multi-camp membership review task force would be formed in the new year.

iii. Individual Membership for Non-accredited Camps

The Board discussed non-accredited camps having Individual Memberships and committee volunteers requiring Individual Memberships. Eric recommended non-accredited camps be an Individual Member for one year to feel it out. Rob suggested doing a general review of where we’ve been and how we got here.

8. Treasurer’s Report

Brandon McClounie

i. October Month-end

On behalf of Brandon, Eric reported that OCA’s finances are on track and will transition to the new Executive Director once in place. The Finance Committee will be meeting to establish financial protocols for committees and to discuss Membership fee structure. Everything seems to be in check right now.

9. Business Arising

Preferred Vendors discussion has been tabled.

**10. Committee/Event Reports:
Archives**

Kelly Mathews

No report was presented at this time.

Awards, Community Engagement & Environment Jeff Brown

On behalf of Jeff Brown, Jeff Bradshaw presented the Awards report and talked about the protocol for Awards and informing recipients. Jeff said the Awards Committee is making decisions and asked what the Board is doing. Kelly said there should always be flexibility for the Board to approve and Eric said they always vote on Dorothy Walter Award of Excellence and the President calls that recipient. Jeff read the recipients, talked about when/how the Awards will be presented at the Annual Conference and suggested the criteria for each Award is reviewed to see what's missing. Eric added that he thinks Robin Squires should receive acknowledgment – perhaps a gift.

On behalf of Jeff Brown, Eric presented the Environment report. A survey was emailed to OCA Members and the next step is to review input and prepare a presentation for the conference. The government has proposed to cut the position of Environmental Commissioner and Jeff thinks OCA should prepare a response/protest. He will reach out to the Government Relations Committee.

On behalf of Jeff Brown, Eric presented the Community Engagement report. The Honorary Life Member (HLM) spring tea went very well, the community engagement tree was reviewed and the contact list updated. A mailing to HLMs will be in the mail by December 7.

Educational Events

2019 Annual Conference

Julie Gallie and Jeff Bradshaw

Julie reported that there is still a week or two to submit volunteer applications and so far the committee has received 14 or 15 applications. Delegate and vendor registration numbers are behind a little, but not too far from last year. The Casino Night is up and running and Foodbuy will be providing snacks.

Jeff reported that they are trying to get a plan in place with the core people for 2020, so they can observe at the 2019 conference. There will be two co-chairs with the new Executive Director taking on a supporting role. Julie Gallie will be one of the two co-chairs. The next committee meeting is on December 13 and the OCA office will be closed that day.

Eric said the work has been incredible – thank you Jeff, Julie and Rob. Julie said the program people have been amazing.

Counsellor Conference

Heather Davidson

Kelly asked if there will be a Staff Summit and Heather said there are ideas for a certification summit with Equity & Diversity Ambassador training, HIGH FIVE, mental health training.

Health Conference

Bev Unger

Seneca Outdoor Centre and King Day Camp has been booked for the Health Conference on May 4, 2019. Plans are coming along and there are discussions as to whether there will be a Friday night program. A question that has come up is whether to pay Preferred Vendors to run programs. At the Preferred Vendor meeting on Monday, Jonathan said that an announcement was made about getting involved, but not running a program.

Equity & Diversity

Jeff Bradshaw & Heather Davidson

Jeff passed a handout to the Board about the Equity & Diversity Ambassador Program. There will be two one-day opportunities for camps to be trained as 2019 Ambassadors at their camp, with one opportunity at the conference. The idea is to have professionals lead the training and

then train the trainers with the goal of having two Ambassadors per camp. The pilot is 2019 and then there will be a certificate course.

Government Relations

Jonathan Nyquist

No report was presented at this time.

Health Care

Bev Unger

No report was presented at this time.

Membership

Jen Gilbert

The Membership Committee met on November 22 to review Provisional One Applications. On behalf of Eugene Chong, Chair, Jen brought forth the following motion:

Motion #8: Recommend, That the following seven (7) camps become Provisional One Applicants:

Focus Learning	Ontario Educational Leadership Centre
Royal Canadian Riding Academy	Shadow Lake Camp
The STEAM Project	Toronto Ganaraska Conservation Authority
Toronto Waldorf School	

Moved by: Heather Davidson

Seconded by: Julie Gallie

CARRIED

Nominations

Mark Diamond

Nominations were discussed in section *i. Bylaw Review Update* of the President's Report.

Outdoor Education

Brandon McClounie

On behalf of Brandon, Eric reported the committee is working on a standards document with all stakeholders. The first round of challenge courses will be reviewed in the new year.

Special Needs Resources (SNR)

Julie Gallie

Andy McMullan stepped down as co-chair, so Rob Deman, co-chair, is putting out a call for another co-chair. There is a meeting tomorrow and they will begin discussing the Campfire of Inclusion.

Standards

Heather Davidson

There was a discussion within the Standards Committee about camps being legally exempt from complying with regulations and answering N/A to the standards based on those regulations. For camps that were visited in 2019 that fall in this category, Eric has asked that we not get back to them yet.

Canadian Camping Association (CCA)

Rob Carmichael

Eric and Rob went to the National Leadership Forum in New Brunswick. There was representation from the American Camp Association and Asociacion Mexicana de Campamentos (Mexican Camping Association). There were three items that Rob brought forward to the Board:

i. Idea of hiring a CCA staff Member. No one is paid at the CCA – it's all volunteers, so it's very difficult to move forward. Across the provincial associations, there are 17 or 18 paid staff. Could any of those people be used for national initiatives with contributions from the larger associations?

ii. #ThanksToCamp marketing campaign. We have all of these marketing assets – videos, graphics - a treasure trove of assets. To be successful, need someone who is paid to implement.

iii. National Standards. There was a suggestion to hire a consultant to see what the provincial association standards have in common.

11. New Business

No new business.

12. Lunch

13. Executive Director Candidates In-camera

14. Next Meeting Dates:


Wednesday, December 12, 2018

Wednesday, January 16, 2019 (proposed)

15. Adjournment: 2:22 p.m.

Motion to Adjourn: Heather Davidson

Date the Draft Minutes are approved: December 12, 2018

Signatures: 
OCA President


Minutes Recorded By

