

April 15th	12-4	Sunday	Peterborough
May 26th	9-1230	Saturday	Unicamp
June 9th	9-1230	Saturday	Unicamp
July 7th	9-1230	Saturday	Unicamp(staff greet)
August 18th	9-1230	Saturday	Unicamp
September 1 st	AGM	Saturday	Unicamp

UNICAMP BOARD MEETINGS ATTENDANCE (P- PRESENT, A- ABSENT, R- REGRETS)

(2017-2018)	Apr	May	June	July
Time	12:30			
Location	Online			
Jeff Baker	P			
Janice Canning	P			
Sky Dasey	P			
Karen DV	P			
Tracy Galvin	P			
Beth Gray	R			
Iris Murray	P			
Jane Nares	R			
Ben Robins	P joined late			
Other Attendees:				
Mel	P			

Item	Owner(s)	Discussion	Tasks
Welcome and Call to order, Lighting the Chalice	Sky and Mel	Call to order 12:33. Territorial Acknowledgement. Opening reading by Sky. Chalice lit by Sky.	
Approval of the agenda, amendments	ALL	Request from Sky to keep to Budget discussion and pass. Karen asked to discuss other issues as well. General support towards discussing as much as possible today. Tracy mentioned concern about quantity of food during kids' camp. Added to the agenda. Sky asked if anyone cannot stay with the meeting until 4:30. No one voiced concerns. Sky moves agenda. Seconded by Tracy. MOVED	
Old business and approval of last meeting's minutes	Karen	Karen moves November minutes. Iris sent typos. Janice seconded. Sky calls the vote with typos accepted. 2 abstentions. 4 in favour. Minutes MOVED. Karen moves March minutes. Tracy seconds. Janice notes a few spelling mistakes. 1 abstention. MOVED.	
Treasurers report	Tracy	Sky requests that we number the lines. Tracy noted that the line will not correspond with other accounting systems. Sky stated that the numbers could assist in discussion. Tracy responded that the line numbers would not be account codes. Major income changes include the 4 th week of kids camp and possible grant changes (as a result of minimum wage changes) Discussed the line about member fees from congregations isn't reflective of actual fees paid. It is believed that the fees have been paid but there was an accounting recording error. Sky spoke to the importance of this particular item be extremely clear to the integrity of the organization. Balfolk Festival Group organized for the weekend previously occupied by the fiddler group. Estimated income for this weekend is \$3000	Minutes to reflect that the members organizations will be clearly educated that only delegates of organizations that have are paid in full will be giving voting cards at the AGM.

Previous years seasonal campers have made a deposit at the end of the season for the next year. This has caused accounting difficulties to carry this payment between two years. Beginning this year the seasonal deposit was due early in the year.

Mel mentioned the cost of banking needs reflection. The banking fee would be zero if a balance of \$6500 is maintained. Banking fees will be \$106 per month with a lower balance. Currently we have saving accounts with higher balanced earning less money in interest. Currently multiple accounts create extreme challenges accessing accounts

Tracy moves that we consolidate our bank accounts to a single banking institution. Seconded by Sky. All in favour. MOVED

Discussed the food needs of campers. Camp will decrease the availability of special needs and dietary restrictions. Also ensure that there is some food available example toast and some sort of protein spread. Increase the food budget AND inform the kitchen staff that if more food funds are needed that they feel empowered to access more money. Camp will be ordering twice a week from Sysco (free delivery for orders over \$500).

Self-insurance. Last year only \$2500 was budgeted to go into the self-insurance fund but \$5000 was actual allocated.

Managed Forest Agreement – one time expense – land use assessment. A needed statement that qualified us for a rebate program.

Membership fee – to UU camp organization. Last years fee was over due. Covered two years and any late fees. \$214 was the fee for this year.

Telepay – payroll system. There will be a similar expense this year with a direct company.

Bookkeeper position being phased out and the administrator will be taking care of this work.

		<p>The WSIB account to be dedicated its own accounting line next year.</p> <p>Discussed the changes in fees for new online services – both accounting, booking, and website.(Global Pay One, Cobalt Silver, ADP) Lots shifting this year in regards of computer services. All changes are considered to be improvements.</p> <p>Tracy to make amendment to the budget and then recirculate to the board as we continue with the meeting. Board to vote on budget at the end of the meeting.</p>	
Communication Report	Jeff	Looking for ideas including board member recruitment ideas. Seeking help with newsletter content.	Sky to write about board recruitment.
Programming Report	Ben	A workshop lead by Tracy Erin Smith called Soulo theater coming week two of family camp.	
Nominating Committee Report	Sky/Karen	Time line and recommendations	
Report from Director (as submitted)	Mel	<p>Financial statements 2017 Budget 2018 Registration Program and site booking update Hiring for camp Renovation/capital projects list</p> <p>Payroll system is in place! Mel's happy to be paid regularly.</p> <p>TD Bank – concerns about a cheque fraud seem to be resolved.</p> <p>Fundraising Art Piece Request for proposals – Commemorative 50th anniversary.</p> <p>Sky moves that the board support Mel's request for submissions titled "50th Anniversary Call for Artist" as written with the February dates removed. Seconded by Janice. MOVED.</p> <p>Karen, Iris, and Janice will form a small subcommittee for this project.</p>	

		<p>The project could include an expense of about \$1500.</p> <p>The seasonal camper who was evicted also not responding to communications. We discussed removing their items from camp property.</p> <p>Discussed confidentiality of members of the Unicamp board and how board members can best service the community.</p> <p>MIT projects will be replacing the dining hall roof, fixing and replacing the kitchen ventilation system, and replacing the shower in Tom cottage totaling approximately \$10 000 capital costs. Hoping that most of the funding will come from the surplus for the budget this year with the remainder coming from savings.</p> <p>Sky moves to approve \$10 000 for upgrades to camp in the 2018 season including, but not limited to, steel coating the roof over the dining hall, storage and breeze way, upgrading the venting system in the kitchen to Ontario Building Code, as well as structural and plumbing repairs the shower in Toms B. Karen seconds. 1 Abstention. All else in favour. MOVED</p> <p>Windows donated. Sky volunteered to help move the free windows. Tracy has trailers too! Lots of volunteers to help.</p> <p>Response to the letter concerning safety in the caves at camp. Mel researching how other public places respond to similar concerns.</p>	<p>Mel to write a note for the newsletter explaining that the seasonal camper list was lost and explains how people can get become seasonal camper.</p> <p>Mel to communicate to all involved parties.</p>
Vote on the Budget	All	Tracy moves that we approve the 2018 budget dated April 15, 2018 at 3:30pm. Seconded by Janice. All in favour. MOVED.	
Confirm next meeting, Closing words, Extinguishing the Chalice		<p>Next Meeting – May 26 9am.</p> <p>Tracy moves for adjournment. Seconded by Janice. MOVED</p>	