

Agenda Unicamp Board of Directors, July 7, 2018

Welcome.

I would like to acknowledge that we are on the Traditional Territories of the First Peoples of Turtle Island and that this land is shared territory between the Neyaashiinigiing (Cape Croker), Saugeen, and Beausoleil First Nation peoples. We offer thanks to Jeff Monague for providing Beth Gray with the historical teaching that gave us this understanding of this land in the context of her first peoples.

Time	Item	Owner(s)	Discussion	Tasks
9-9:10	Welcome and Call to order, Reading, Lighting the Chalice	Tracy	Reading by Tracy from A.A. Milne	
9:10-9:15	Approval of the agenda, amendments	Tracy	Moved by Tracy, 2 nd by Janice, all in favour	Timing/day of board meetings + structure of board meetings to be added to agenda for next meeting
9:15-9:30	Old business and approval of last meeting's minutes	Iris, Jane	Recommendation that minutes be sent out within a week of meeting; recommendation that passed motions be tracked and compiled	Minutes reviewed, revisions to be sent to secretary; add "Russell was asked to bring info referenced to board re hiring practices"; minutes to be approved online
9:30-9:40	Treasurers report	Tracy	Yearend tax information for 2017 has been completed and has been submitted to the CRA; HST forms for the last three years have been completed, submitted and approved by CRA; financials required for the AGM are already uploaded on the portal set up by our accountant, and ready for the AGM delegates; funds received to date for the following: Kids camps: \$83,491.66 Jouth: \$8,072.20 CIT: \$20,659.73 LIT: \$13,098.03	Motion by Tracey to close Tangerine account currently at \$47,381 and transfer funds to chequing account. This will save banking fees, approx. \$2,000.

			Accommodation and Meals: \$22,091.10 Seas. Campers: \$37,867.00 E-mail received from Wanda on behalf of Eleanor Knight re Forever Fund, Mel has drafted response letter for Tracy to add to and send out	
9:40-9:45	Administration Report	Jane	Everything running well!	
9:45-9:50	Communication Report	Jeff	Website updated with Mel's changes Jeff submitted his report via email: Tasks completed: <ul style="list-style-type: none"> • Maintained website and updated webpages as required/requested; • Updated/maintained MailChimp contact list; • Took photos of interiors & exteriors of camp buildings to include on website 'Facilities' page; • Uploaded posts to our social media pages (Instagram, Facebook) promoting Unicamp events and activities; • Gathered materials for the Unicamp newsletter. Next Steps: <ul style="list-style-type: none"> • Continue to gather info and capture photos and videos in and around Unicamp for potential use in newsletters, on our website and social media pages. • Continue to maintain website as required • Communicate with other UU websites/publications for possible Unicamp promotion opportunities 	Minutes to be posted on website within a week of approval
9:50-9:55	Nominating Committee Report			Board is actively seeking nominees for Board positions anyone interested should contact a board member
9:55-10:15	Programming Report	Mel	Ben hired as Adult Programming Coordinator so has resigned from board; Mel brought up issue of third week of family camp, which has a number of programs – challenge with expectations for exclusive use of accommodations and capacity	

<p>10:15-10:45</p>	<p>Report from Director (as submitted)</p>	<p>Mel</p>	<p>*V.P. position needs to be filled *No cave tours to be run until engineer comes in, signs to be posted re risk *Currently have liability insurance but no fire insurance *Motion forwarded re Vera and signing authority on banking. *Small engine repair is being done on as-needed basis by local qualified company</p> <p>*Board expenses</p> <p>*Delegates to remain as is Programming/work weekend volunteers</p>	<p>Mel to secure 3 quotes</p> <p>Motion moved by Sky, seconded by Janice, Jeff, Tracy, Iris & Jane supported: Confirm the hiring of Vera Monk as the Unicamp Administrator and to add her as a signing authority on all financial accounts. Motion passed</p> <p>*Board expenses incurred while attending board meetings at Unicamp to be covered at 1 night & 3 meals</p> <p>To stay as is – 6 hrs. volunteer work – 1 night + 3 meals provided</p>
<p>10:45-11:15</p>	<p>New Business Arising</p>	<p>All</p>	<p>Elect V.P.</p> <p>Preparation for AGM</p>	<p>Motion moved by Iris that Jane Nares be elected as Interim Vice President leading up to AGM, seconded by Janice, vote to be held online</p> <p>Each chair to prepare report & submit to Tracy by August 1st; she will set up Drop Box or Google Drive and invite board & delegates to view</p>
<p>11:15-11:30</p>	<p>Closing, Extinguishing the Chalice</p>	<p>Tracy</p>		<p>Closing words: "Open Minds, Helping Hands, Loving Hearts"</p>