



## Unicamp Board Minutes January 13 2019

Item	Owner	Discussion	Tasks
<b>Meeting Welcome and Call to order, Reading, Lighting the Chalice, Territorial Acknowledgment</b>		We would like to acknowledge that Unicamp is situated on the traditional territories of the First Peoples of Turtle Island, and that this land is shared territory between the Neyaashiinigmiing (Cape Croker), Saugeen, and Beausoleil First Nation peoples.	
<b>Approval of the agenda, welcoming friendly amendments</b>		Added discussion on service dog to the Agenda and added discussion on online meeting rules to the agenda Janice moves to pass the agenda Seconded by Russell – passed unanimously	
<b>Old business and approval of last meeting's minutes. Reading of motions passed via email.</b>		Tabled approving December meetings until next meeting. Jeff requests that minutes be put into the template format.	
<b>Motion to accept hiring of new ED</b>		<b>Janice moves to accept the hiring of Yvette as new Executive Director.</b> <b>Seconded by Sky – Jeff, Kosu, Iris approved – carried</b>	
<b>President's Report</b>	Janice	nothing to report	
<b>Treasurer's Report</b>	Sky	Sky reports on progress with the profit and loss document.	

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		<p>Sky states that she will not assume that we will receive the all of the same grants awarded last year while she prepares the budget.</p> <p>Kosu asked when we can expect notification of approval of grants.</p> <p>Russell asked who is applying for the grants.</p> <p>Kosu asks why the staffing costs went over budget.</p> <p>Sky directs the question to Michelle.</p> <p>Michelle says that Mel did not provide her with a projected budget for staff. All of the staffing decisions went through Mel.</p> <p>Sky says that Mel came to the Board through the summer and asked for the budget for staff wages be increased.</p> <p>Discussion on topic of staff compensation.</p> <p>Sky states that she plans to reduce banking fees by reducing number of accounts we hold.</p>	
<b>Seasonal Report</b>	Kosu	<p>Kosu delivers seasonal chair’s report.</p> <p>Kosu expresses goals of getting to know the community.</p> <p>Kosu says that seeing as the organization is using more protectionist language in their contracts, we should have someone with legal expertise review the contracts to determine whether the language is satisfactory.</p>	

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		<p>Russell asks a question on behalf of Corey – about 16.5’ cap on trailer length in the contract and he understood that it was a 25’ restriction. The Board confirms that the 16.5’ restriction was made for custom made only and the 25’ restriction is for commercial trailers. Contracts to be amended.</p>	
<b>Communications Report</b>	Jeff	<p>Communications Report:</p> <ul style="list-style-type: none"> <li>• The website banner was changed to announce that Unicamp is hiring for staff positions for the upcoming season.</li> <li>• A "JOBS" menu was added to the website, including a link to the jobs applications portal.</li> <li>• A updated Job Description pdf file was uploaded to the website.</li> <li>• An updated version of the Unicamp Staff Who's Who pdf was uploaded to the website.</li> <li>• Work continues on a draft version of the 2019 brochure that will be submitted to the board for review before the brochure is printed/released.</li> </ul> <p>Discussion on safety procedures while working for camp.</p>	
<b>Long Range Planning Report</b> <b>50<sup>th</sup> Anniversary Preparations Discussion</b>	Iris	<p>Iris reports that she has met with people to plan the 50th anniversary celebration. Sue is looking for Board approval to do a video interview with Tom.</p> <p>Iris wants advice on writing a letter to congregations asking for either a small amount of the collection.</p> <p>Iris is struggling to communicate with the 50th anniversary committee that was struck at the last</p>	

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		<p>AGM. Lauren and Kendrew are working to repeat the fund-raising efforts carried out for the 45th anniversary for this 50th anniversary.</p> <p>Kosu speaks to the need for goals while fundraising such as specific projects. Kosu suggests writing to the Chair of each congregation’s Board as contact for a fundraising letter.</p> <p>Discussion re: anniversary budget from Kendrew and Lauren.</p> <p>Iris shares additional ideas for fundraising including t-shirts, bags and hats and to have plaques of acknowledgement made to founders. Iris highlights the importance of the support from congregations to the fund-raising.</p> <p>Kosu highlights the need to build communication relationship with the congregation contacts.</p> <p>Discussion on attending the CUC AGM to promote Unicamp and the possibility of doing so for the following year in 2020 as well.</p> <p>Iris encourages volunteers to help with the planning work.</p> <p><b>Motion by Sky that the Board approve \$2000 for initial funds related to the 50th celebration including but not limited to the production of a short video of an interview with Tom Brown and developing posters and publications for the purposes of advertising and fund-raising for this event.</b></p> <p><b>Seconded by Jeff – passed unanimously</b></p>	

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		<p>Sky willing to assist Iris with the poster, publications, and letter to member congregations and other congregations for fundraising and canvassing to Boards of Directors.</p> <p>Yvette would like to be a part of drafting the letter.</p>	
<b>Secretary's Report</b>	Russell	nothing to report at this time.	
<b>Committee/Staff Reports</b> <b>Yvette</b>	Yvette	<p>report submitted.</p> <p>Let's Camp is almost on-line.</p>	
<b>New Business Arising</b>		<p>Sign to be put by the roadway next to the pathway to the caves to say Access to Caves Prohibited – Dangerous and Sensitive Area</p> <p>Michelle asks what discretionary powers she has as the Camp Director in regard to enforcing the cave policy. The Board agrees she has all of the discretionary powers that she has for any other policies.</p>	
<b>In Camera</b>		<p><b><u>Camera</u></b></p> <p>Discussion on current staff wages at the Senior Staff level.</p>	
<b>Announcement of next meeting. Closing, Extinguishing the Chalice</b>		<p><b>Janice moves to adjourn</b></p> <p><b>Seconded by Russell - Carried</b></p>	

