

**Emergency Meeting of Unicamp Board of Directors re COVID-19**  
**Wednesday, March 25, 2020 (Videoconference)**

**Present:** Janice Canning (President), Theresa Hanley (Vice President), Iris Murray (Treasurer), Kosu Boudreau (Secretary and writer), Jeff Baker (Communications Chair), Rich Bailey (Governance Chair), Julie O’Hara- Murphy (Seasonal Rep),

**Guests:** Yvette Salinas (Executive Director), Jenny Thomas-Bojin (Camp Director)

**Regrets:**

Absent:

ITEM	DISCUSSION	FOLLOW UP
<b>Welcome, opening words, land acknowledgement</b>	Janice Referred to notes from last meeting without quorum on March 10, will be voted on for next meeting.	
<b>Approval of the agenda</b>	All <b>Janice made a motion to approve the agenda</b> Julie seconded, unanimously approved. <b>Motion carried.</b>	
<b>Approval of the minutes</b>	All Minutes from the last two meetings will be approved at the next Board meeting, April 14, 2020.	
<b>ED/Staff Report and Board Discussion</b>	Yvette Power point provided ( <a href="https://docs.google.com/presentation/d/1ZgJbo-FBLMfLN8wRElSokj1oKrcJvv7nEccZuzwW0c4/edit?usp=sharing">https://docs.google.com/presentation/d/1ZgJbo-FBLMfLN8wRElSokj1oKrcJvv7nEccZuzwW0c4/edit?usp=sharing</a> )  ED and Camp Director suggesting delay making a decision about summer camp until May 1, with follow up decision made about August camping, AGM, shoulder season, Spring opening.	Google document on drive with updates on COVID-19 legislation etc.  Letter to Seasonals to be sent asap– request feedback on option for camping without dependents, time frame to

	<p>Janice: Strong recommendation to close children' camp due to: health risk, Ontario schools may be closed until Sept 1, Provincial camps are closed until further notice,</p> <p>ED and Camp Director would like to delay making final decision until May 1 until there is updated information. OCA is recommending to hold off making a decision about camps until decisions are made from school boards regarding potential closures.</p> <p>Camp Director: Summer staff have been sent a letter explaining that there is uncertainty around summer employment.</p> <p>Decisions are still being made by different levels of governments. Currently (as of March 25), provincial parks closed until April 27th, public school closings closed until mid-April.</p> <p>Kosu, speaking from her role within a hospital, discussed health regulations in the hospital (students/volunteers/visitors no longer allowed onsite). Epidemiologists say that pandemic surge has not arrived yet. University in-person courses are cancelled for the summer and this may continue into the Fall. Cost/benefit analysis of delaying decision to close children's camp?</p> <p>Janice, speaking from experience with emergency preparedness sees this as a serious crisis with unlikelihood of ease of legislative directives. Has had experience with waves of response to events like these. Wants to cancel children's camp because of risk to children, inability to ensure they are protected from transmission of the virus. Believes public isn't hearing everything regarding pandemic. Other communities are planning to cancel events well past May. We're hearing this pandemic may continue for awhile, need for advance planning. ROE's, telling summer staff they won't be hired.</p>	<p>remove trailer/tents, holding fee to maintain site (donation to camp?)</p> <p>Post update on website along with digital brochure asap, importance of keeping community connected- Yvette/Jeff will draft something for Board to review</p> <p>Release digital brochure along with newsletter explaining current decision-making process</p> <p>OCA encourages writing to MPs regarding funding for summer camps</p> <p>Seasonal fees will be moved back until May 15. Letter sent with explanation, including scheduling information regarding removing trailers, etc.</p> <p>Yvette will continue to register children/youth for camp (including payment) until final decision is made.</p>
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Jeff – Hard to speak from experience because we haven't had a pandemic before. Would have to look at pro's and con's. Freezing hiring? Not onboarding new staff. What is big negative of waiting until May 1<sup>st</sup>? Discussed the importance of sending out communication to unicampers and inviting feedback on options.

Julie – Has worked in healthcare and has had experience where interventions didn't happen fast enough. Believes that things may get better... none of us can predict what will happen. Discussed the possibility of offering a full refund to campers if we have to cancel. For now, continue with plan that camp will go on, knowing that if a decision is made that camp can't run this summer, people will be notified in ample time. Community events– weddings she was involved with for May and September have been canceled. Private rentals – need to communicate with private rentals that there is a potential that it won't happen.

Iris: Need for parents to have healthy spaces for children this summer

Jenny (CD) – emotional cost to manage social distancing, if anybody gets sick. If kids are at camp, how restrictive it would be.

Discussion on impact on staff, cost to Unicamp if decisions around closures is delayed

Record Of Employment for current staff to be able to apply for EI – timing? Also, potential subsidies for staff in response to new COVI-19 government initiatives.

Registration can stay open for children’s camp with an offer of full refund if camp can’t run. (3% processing cost)

Discussion around the value of Board having more information before making a final decision

Private rentals – other community venues are cancelling. June 14<sup>th</sup> wedding organizer has communicated with ED about re-scheduling for 2021.

Governance document discussed – Federal, Provincial, municipal government directives, local health authorities – i.e. “Non essential services”, social distancing, social isolation need to be heeded.

Financial impact on our decisions – expenses and revenues- Is it better to close for the summer now?

Benefit for the land to rest and nature to be reclaimed – campers to return with even greater appreciation and sense of investment in Unicamp

Possibility to offer camp for pop-up hospital facilities, which also might generate revenue

Insurance document needs to be re-signed- cost and impact of COVID-19 on insurance renewal – is loss of revenue covered?

Possibility of summer camping, no communal spaces, adults only

“Extenuating circumstances” of COVID-19 – continuing to have seasonal camper income to support ongoing financial viability of camp mission – decision is being made to support children’s programs and church leadership so should not affect

charitable status –understanding of related business and unrelated business

<p><b>Board Decisions</b></p>		<p>Julie makes a motion that no decision will be made until May 1st unless a government directive is issued, Jeff seconded, Julie has withdrawn this motion to reframe using ED recommendations.</p> <p>Julie made a motion: A decision about children and youth camp will be made on May 1<sup>st</sup> or when the Federal/Provincial/Municipal government makes an announcement about non-essential services, Jeff seconded, Janice suggests this should be changed to April 14<sup>th</sup>, next Board Meeting.</p> <p><b>Julie: Friendly amendment to motion : A decision about opening camp will be made when the Federal/Provincial/Municipal government makes an announcement about essential/non-essential services or on May 1, 2020 regarding rentals or children’s and youth camp, Jeff seconded, yes (6), no (1). Motion passed.</b></p> <p><b>Janice : Made a motion to make a decision about Spring opening at the next Board meeting on April 14, 2020, Kosu seconded, unanimous approval, Motion passed.</b></p>	
<p><b>Lock code for gate</b></p>		<p>Need to control access to Unicamp</p>	<p>ED and president will change the lock code</p>

<p><b>Parking Lot:</b></p>		<ul style="list-style-type: none"> <li>● AODA 2020 requirements (Yvette/Janice)</li> <li>● Update bylaws to take out individual membership option at next AGM (Rich)</li> <li>● OCA membership and future accreditation (Yvette)</li> <li>● Program Development support (Yvette, input from Iris)</li> <li>● private and semi private rentals- exclusive use, rates (Yvette, Iris)</li> <li>● MIT/KIT programs (Terry, Yvette)</li> <li>● Kitchen menu/healthy food diet (Yvette, Theresa)</li> <li>● Volunteer coordination (staff function) and volunteer roles (Yvette)</li> <li>● Forums for public consultation (Theresa)</li> <li>● Outreach - Sue Berlove</li> </ul>	
<p><b>Announcement of next meeting. Closing, Extinguishing the Chalice</b></p>	<p>Janice</p>	<p>April 14, 2020, 7:30-9:30 pm Online</p>	