

Meeting of Unicamp Board of Directors, Tuesday, April 14, 2020 (Videoconference)

Present: Janice Canning (President), Iris Murray (Treasurer), Kosu Boudreau (Secretary and writer), Jeff Baker (Communications Chair), Rich Bailey (Governance Chair), Nicole Cormier (Nominations Committee)

Guests: Jenny Thomas-Bojin (Camp Director),

Regrets: Julie O’Hara- Murphy (Seasonal Rep), Theresa Hanley (Vice President),

Absent:

ITEM		DISCUSSION	FOLLOW UP
Welcome, opening words, land acknowledgement	Janice		
Approval of the agenda	All	Janice made a motion to approve the agenda , Iris seconded, unanimously approved. Motion carried.	
Approval of Jan 14, 2020, February 4,2020, March 10,2020 and March 25,2020, minutes	All	Jan 14 meeting minutes will be approved once Julie has had an opportunity to review. Janice made a motion to approve February 4, March 10 and March 25, 2020 minutes. Kosu seconded, unanimously approved. Motion carried.	
Business	All	<p>Following motions passed by quorum through e-mail on March 31, 2020:</p> <p>Rich made a motion, seconded by Janice:</p> <p>Unicamp (all services) is closed based on directives by applicable Governments including:</p> <ul style="list-style-type: none"> - the directive to ‘close non-essential services’ – Camps are not essential services - the directive to not have more than five individuals congregate 	

		<ul style="list-style-type: none"> - the directive to 'self isolate' - -or other directives subsequently issued <p>Unicamp will announce an opening for, individual services, or the whole camp, when the directives are lifted and we are confident it is in the best interest of our participants and employees.</p> <p>Rich made a motion, seconded by Janice:</p> <p>The Board approve; the President, Executive Director and Governance Chair set up and conduct a Zoom meeting, of the institutional members, for the sole purpose of changing the bylaws, to enable the Annual General meeting, Special Meetings, Board and Committee Meetings to be conducted via phone and video conferencing.</p> <p>This motion was withdrawn on April 2, 2020 by Rich "Because of the action taken by the Government of Ontario, I withdraw this motion"</p> <p><i>Government of Ontario: This emergency order applies to not-for profit corporations incorporated under the Ontario Corporation Act (OCA) and gives them the ability to hold virtual meetings; as well as extends the timeframe for AGMS to be held, published by ONN, March 31, 2020</i></p>	
President's Report	Janice	<p>Based on information provided by all levels of Canadian government of Ontario and recommendations by Ontario Camping Association, Janice recommends upholding our motion made electronically on March 31, 2020 keeping Unicamp closed until we receive further directives. New motion made as follows:</p> <p>Janice made a motion, seconded by Iris, unanimously approved. Motion carried :</p>	

Unicamp (all services) is closed based on directives by applicable Governments including:

- the directive to 'close non-essential services' – Camps are not essential services
- the directive to not have more than five individuals congregate
- the directive to 'self isolate'
- -or other directives subsequently issued

Unicamp is closed at least until August 1st 2020.

Janice made a motion: Children's and Youth camps are cancelled for 2020 season, Rich seconded. unanimously approved. **Motion carried.**

Website includes a Covid-19 statement that outlines Unicamp guidelines.

There is a sign on the front gate that clearly states that the camp is closed.

Only emergency (essential services) type of maintenance can be completed during closure (ie leaking roof on cottages, checking sites to maintain insurance standards)

Nominating Committee is asking current members to complete an exit survey. Nicole has agreed to be part of the nominating committee. Janice will continue to be a consultant for the nominating process.

ED/Staff Report

Yvette

Wild Ginger has postponed event until the Fall. A private wedding has postponed until 2021. No decision has yet been made regarding Big Heart Dance camp.

Board looked at options for opening Unicamp if government directives are lifted.

Jenny is recommending cancelling children and youth camps this year, based on current government directives and best practices.

ED has only received a couple negative responses from seasonal Unicampers regarding the camp closing and one query about Unicamp being a principle summer residence. Unicamp is not zoned as a residential facility but is a recreational camp. A letter needs to be drafted clarifying how/when seasonal campers can come to camp and retrieve items from their trailer if needed.

Need to have caretakers on site to monitor safety of property and ensure there is no trespassing.

Ethics/responsibilities for bringing children to camp with possibility of harm??

Discussion around giving seasonal campers partial access to camp if social distancing/emergency directives are lifted. Necessity for hiring staff to provide camp oversight and enforcing policies. Is the financial model for a partial season feasible? Unicamp mandate is to provide children/youth camps

and UU retreats...seasonal campers will only be considered if it will bring in income to support this mandate.

All program centres/public buildings will not be open during the camp closing. Water will be turned on for the summer to accommodate needs of emergency maintenance and for on-site staff. Cottages with self-contained units as well as seasonal sites could be opened following lift of directives but would require special cleaning considerations, additional staff. Concern around Public Health protocols if someone who was at Unicamp later tests positive for Covid-19.

Rich does not recommend liability waivers as they do not stand up in court. Also, does not recommend offering stipends for volunteers at camp, which may be skirting the spirit of current government wage subsidy programs.

Privileged access for seasonal campers who have signed contracts or also opening cottages and sites for occasional campers if camp opens?

Possibility of opening children's camp in August? Uncertainty if directives will be lifted at that time would prevent adequate preparation for an unknown contingency.

Complexity of trying to open camp later in the season without resources to hire and train staff, ability to monitor and address health policies related to Covid -19, being able to establish task/financial timelines.

Benefit of giving camp an 'environmental rest' by closing for the season.

		<p>Janice made a motion: Full refunds for children and youth camps will be provided for cancelled programs in 2020, seconded by Rich, unanimously approved. Motion carried.</p> <p>Cost of 3% processing fee is \$4,320 approx. for 90 registrations. Hopefully, recoup through fundraising.</p>	
Treasurer's Report	Iris	<p>2020 figures: \$33,130 expenses to date, revenue \$141,043 (approx. \$59,000 from children and youth registration which will be refunded.) Total figure also includes income from solar panels, private donation of \$600 to cover architecture fees for Dave's cottage). Other ongoing expenses: insurance, water, legal settlement, essential repairs, taxes etc.</p> <p>63,000 savings in GIC, available in July.</p> <p>Staffing for summer: no seasonal staff will be hired. Discussion of temporary lay-offs of existing staff.</p>	<p>Iris, Yvette, Rich, Nichole will meet to discuss financial situation in greater detail</p> <p>Janice and Yvette will discuss staffing decisions and e-mail a motion to Board</p>
Governance Report	Rich	Nothing new to report	
Communications Report	Jeff	Jeff will post/update the COVID-19 statement on our website, and update programming info accordingly. Will also announce the statement on our social media platforms.	Will draft a communiqué with Yvette and Janice regarding Board motions from today's meeting.

Seasonal Campers	Julie, Yvette		A message will be sent to seasonal campers on Wednesday, April 15, 2020 saying that Unicamp is closed until at least August 1. Deposit for seasonal sites will not be refunded.
New Business		Janice made a motion: Nicole Cormier is nominated as a Board member for the remainder of the year, Iris seconded, unanimously approved. Motion carried.	

Parking Lot:		<ul style="list-style-type: none"> ● Emergency Order, impact on Unicamp 2020 ● AODA 2020 requirements (Yvette/Janice) ● Update bylaws to take out individual membership option at next AGM (Rich) ● OCA membership and future accreditation (Yvette) ● Program Development support (Yvette, input from Iris) ● Kitchen menu/healthy food diet (Yvette, Theresa) ● Volunteer coordination (staff function) and volunteer roles (Yvette) ● Forums for public consultation (Theresa) ● Outreach - Sue Berlove 	
Announcement of next meeting. Closing, Extinguishing the Chalice	Janice	May 12, 2020, 7:30-9:30 pm Online Join URL:	