

Meeting of Unicamp Board of Directors, Tuesday, May 12, 2020 (Videoconference)

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

Guests:

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

Absent: Jenny Thomas-Bojin (Camp Director)

ITEM	DISCUSSION	FOLLOW UP
Welcome, opening words, land acknowledgement	Janice	
Approval of the agenda	All Iris made a motion to approve the amended agenda (now including a section for the Nominating Committee), Theresa seconded, unanimously approved. Motion carried.	
Approval of Jan 14, 2020 and April 14, 2020 minutes	All Jan 14 and April 14 meeting minutes will be approved at next meeting.	Jeff will f/u with Julie regarding finalizing content of January minutes
President’s Report	Janice Integrated with Treasurer’s Report	

<p>ED/Staff Report</p>	<p>Yvette</p>	<p>Yvette has taken over bookings/registrations. Concern about cancelled reservations if camp opens later this summer.</p> <p>May staffing: Maintaining full time staff, Vera 16 hours, Yvette, 10 hours, Jenny currently 8 hours, expecting to go up to 40 hours (24 hours if Unicamp doesn't receive Canada Summer Jobs subsidy) Terry, reduced to 24 hours for May (usually 32), Larry, 12 hours Assistant Property Manager (ends on May 15th)</p> <p>Need for skeleton staff for security reasons.</p> <p>ED recommends that two people be on site during camp closure: currently Terry and Larry, anticipating Jenny will be onsite as of May 15th.</p> <p>May be able to do some additional staffing if Canada Jobs funding comes through (should know by Friday, May 15th).</p> <p>Children's camp refunds have gone out.</p> <p>Seasonal Camp refunds: Will be discussed at next meeting when decisions are made about re-opening camp.</p> <p>Policy written to address seasonal campers coming on site to check on trailers "Authorization to Enter Unicamp during Covid-19 Closure":</p> <p>Rich moved to accept the policy, Iris seconded, unanimously approved. Motion carried.</p>	<p>Yvette will send a communique to Seasonals updating them on camp access/refund plans.</p>

		<p>Importance of communication with campers around Unicamp’s ongoing monitoring of the changing legislative landscape.</p> <p>Discussion around day visitors: Important to maintain consistent policy around campers coming on site.</p> <p>Provincial camps have been opened for day passes. Opening a washroom would be required to open up Unicamp..</p> <p>Discussion on health and safety requirements to make camp a safe place if it does open.</p> <p>Link to May 12, 2020 ED report:</p> <p>https://docs.google.com/document/d/16UO7Ing7qChuaBLEugt9eRmShFVLZe7agUKJET_KeR8/edit</p>	
<p>Treasurer’s Report</p>	<p>Iris</p>	<p>A finance taskforce has been struck (Iris, Rich, Nicole, Yvette) and has provided the following finance report:</p> <p>https://docs.google.com/document/d/11wxaf42xx7pUBO_TwcL6dB95t-Jj0LiMhyjEMjdN4dA/edit</p> <p>Highlights:</p> <p>\$7,000 raised in donations from children’s camp families – through phone calls and e-mails</p>	

CEWS (Government grant) applied for to cover Vera's and Terry's wages over the summer months-\$3,400/month
Yvette is currently receiving funds from the CERB (Canadian Emergency Relief) to offset the decrease in her paid work hours.

MOTION # 1: The ED/Treasurer be directed to repay \$30,000 (75% off the \$40,000 loan), prior to December 31,2022.

Motion 1: Iris moved, Rich seconds, unanimously approved.
Motion carried.

MOTION # 2: The work on Dave's cottage cease -except need for emergency repair -until there is \$30,000 accumulated in contributions for that purpose.

Motion 2: Iris moved, Rich seconds, unanimously approved.
Motion carried.

MOTION # 3: The Chair advise Wanda Gordon Unicamp is withdrawing the cash settlement offer arising from the arrangement regarding a seasonal camp site.

Motion 3: Iris moved, Rich seconded, unanimously approved.
Motion carried.

MOTION # 4: When the net fiscal position becomes lower than \$ 10,000 , for thirty days in a row, Unicamp is to be closed

Motion 4: discussion on wording, "cease all operations" –
Motion withdrawn, carried over to next meeting for further reflection and discussion.

Board members to come prepared to next meeting talk about specifics around "bottom line" for financial responsibility for camp bankruptcy

		<p>MOTION # 5: The Financial Task Force must present two scenarios, at the next Board meeting, regarding closing and/or opening in 2020.</p> <p>Motion 5: Iris moves, Kosu seconds, unanimously approved. Motion carried.</p> <p>MOTION # 6: The ED will form a committee to seek donations for Unicamp.</p> <p>Motion 6: Iris moves, Nicole seconds, unanimously approved. Motion carried.</p> <p>Discussion regarding bylaws if Unicamp goes bankrupt. Board members are liable for debt, camp will be given to CUC. At what point, financially, should the Board decide to close operations? Discussion to be continued at next meeting.</p>	
Governance Report	Rich	Nothing to report –integrated into Treasurer’s Report	
Communications Report	Jeff	<p>With the cancellation of children's camps and youth programs, interest in Unicamp's social media presence has increased. A recent post on Unicamp's official Facebook page had 714 views and 317 engagements (comments, photo clicks, likes, etc.). Most posts on the official Unicamp of Ontario Facebook page are shared with the "Friends of Unicamp of Ontario" Facebook group as well as our Instagram account, which reaches a younger audience</p>	<p>Nicole will be added to the Unicamp G-drive</p> <p>Follow up with congregational site webmasters</p>

		CUC virtual meeting – Jeff has provided photographs of Unicamp.	Upcoming Seasonal’s Newsletter will include info about Seasonal fees, camp closure, and Seasonals’ access while camp is closed.
Seasonal Campers	Julie, Yvette	No report – Integrated into Treasurer’s and ED Report	
Nominating Committee		Barb Wentworth, Anne Bokma, Nicole Cormier are on nominating committee – sending a letter to reach out to congregations to seek qualified Board members	
New Business		<p>Janice made a motion for Nicole to be the New Chair of Long Range Planning (with a focus on fundraising) as well as Property Committee as a joint portfolio until 2020AGM, Rich seconded, unanimously approved. Motion carried.</p> <p>Theresa will be putting her name forward to continue on the Board in a new (less demanding) role.</p>	Nicole will f/u with Winnie and Iris to discuss previous Long Range Planning reports
Announcement of next meeting, Closing words	Janice	Tuesday, June 9, 2020, 7:00-9:00 pm Online Zoom URL: will be e-mailed to participants	

Parking Lot:

- 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