

Meeting of Unicamp Board of Directors

Monday, September 28, 2020 (Zoom)

De Canning (Outgoing President), Terri Marks (Incoming President), Yvette Salinas (Executive Director), Tony Rapoport (Finance Chair), Jordan Fleguel (Communications Chair), Anika Rosen (Youth Rep), Jeffrey Dickhout (Seasonal/Off-Season Finance Chair), Nicole Cormier (Vice President/Long Range Planning Chair), Greg Carter (Property Chair), Brendon Zhar (Treasurer), Jenny Thomas-Bojin (Camp Manager), Helen Iacovino (Secretary)

Jeff Baker

	DISCUSSION	FOLLOW UP
Opening words, land acknowledgement, timekeeper, process observer	All Terri welcomed everyone to the meeting. Helen presented an opening reading. Nicole presented the territorial acknowledgement. Anika agreed to be the timekeeper for this meeting. Greg agreed to be the process observer for this meeting. The process observer will report at the beginning of the next meeting (when all minds are fresher.)	
Amendment of the agenda	All The agenda was amended to include time to share announcements and questions. On a motion by Tony and seconded by Nicole, the agenda was approved.	
Amendment of September 5, 2020 Board Minutes	All A change was noted for the minutes - Brendon was present at the meeting. The minutes on the group drive have been corrected.	
Amendment to Amend Minutes of GM of September 5, 2020 for Approval	All Jeffrey moved, and Greg seconded, that this be tabled to the next Board meeting. Carried. It was noted that the approval of these minutes lies with the next AGM; however, the Board can recommend them for approval.	Tabled to

Director's Contract Renewal	Terri	<p>This renewal has been tabled until the next meeting. The renewal date is January 1, 2021, therefore 2 months prior, as per the terms, is November 1, 2020.</p> <p>The question was raised whether it is prudent for a matter of such importance to be decided by a new Board at their first meeting, when they might wish to have more information in advance. In future years better timing for the discussion of this contract might be in August.</p>	Tabled to
Hours for Rest of Season	Tony	<p>Motion: The Board approves an increase to 10 hours each per week for the Camp Director and Executive Director, for a maximum increase of \$3,600, to plan for the 2021 program year. The hours of the Camp Director shall be at the discretion of the Executive Director.</p> <p>Moved by John, seconded by Jeff.</p> <p>This is needed so the necessary planning for 2021 can be done; the year needs to be planned as if it will be a “normal” year, although the pandemic brings much uncertainty as to what next year will look like.</p> <p>This expense may be partially offset by the Canada Emergency Wage Subsidy (CEWS).</p> <p>Motion carried.</p>	
Board Covenant	All	<p>The covenant, as drafted by Linda Thomson of CUC with the input of all at the Board training sessions and discussed by all, and appended to these minutes, was accepted by all. Board members will sign.</p>	
Accessibility Policy	Terri	<p>A draft accessibility policy was presented by Yvette Salinas. Yvette and Iris Murray worked on this, some of it delayed by more urgent matters due to the pandemic. A copy is appended to these minutes. We are in compliance with AODA requirements for an organization of our size.</p> <p>On a motion by Nicole and seconded by Jordan, the Accessibility Policy was approved.</p>	
Committees		<p>By-Law Committee - Jeffrey and Nicole and others Some of the Unicamp By-Laws are problematic - require review and broad consultation.</p> <p>Grant-Writing Committee - Jordan (as Communications) with Yvette</p>	Seasonal until next

		<p>and Jenny</p> <p>Financial Committee - John, Terri, Jeffrey</p> <p>Nominating Committee - Needs a Board member - John</p> <p>Seasonal Committees - Tabled until the next meeting - two committees, one being the usual committee for seasonal campers and the second as mandated by the AGM to explore/discuss structure of seasonal camperships at Unicamp.</p>	
response		<p>Letters have been received from Kathleen Rea, Wyatt Moskal and Barb Wentworth. Usual procedure for letters is to draft a response and circulate it to Board members before sending. Terri and Helen will work on responses to letters that are received.</p>	
Director's Report and Director's Report and Recommendations		<p>Yvette and Jenny presented their reports and recommendations, copy appended to these minutes. Some of the action items are from 2019 and could not be carried out this year. Yvette will do some strategic planning, initial work towards a budget and environmental scan, and bring this to the Board. There are several large and hazardous trees that need to be removed.</p>	
Treasurer's Report		<p>Current financing situation is concerning. John will work with Terri and Yvette to create a short term budget cash flow forecast until April, when Unicamp starts receiving income for the 2021 season. Due to the uncertainty with the pandemic, it is unknown what shape the 2021 season will take. We need to be prudent with spending, but also to get the emergency things done, and Unicamp's financial position is adequate for this. Based on the 2019 financials, the majority of income comes from children's camps. Over the fall/winter months some income will be received from CEWS and the solar panels.</p> <p>Motion: The Board empowers the Executive Director and Camp Director to spend up to \$6,000 for the removal of several hazardous trees.</p> <p>Moved by Greg, seconded by Nicole. Carried.</p> <p>A tree service will be engaged for this work. The Treasurer will decide whether these monies are to come from the operating fund or from capital funds, which are there for matters of this nature.</p>	

tings/Housekeeping		<p>The Board agreed to vote by email on urgent matters that may arise. Board members were asked to send a photo to Terri for the website - photos collected by the Nominating Committee may be used for this. Jordan will post a brief Board Report to the website following Board meetings.</p> <p>Board Meetings - second Wednesday of the month, 7:00-9:00 pm</p> <p>Saturday, October 31, 10:00 am-12:00 noon - Board Retreat (Zoom) The purpose of the retreat is to get to know each other, and do some strategic work, team building and visioning.</p> <p>On a motion by Jeff and seconded by Jordan, the meeting was terminated and adjourned. Carried.</p> <p>Next Meeting: Wednesday, October 14, 7:00 pm (Zoom)</p>	
arking Lot:		<ul style="list-style-type: none"> ● Emergency Order, impact on Unicamp 2020 ● OCA membership and future accreditation (Yvette) ● Kitchen menu/healthy food diet (Yvette, others?) ● Volunteer coordination (staff function) and volunteer roles (Yvette) ● Forums for public consultation ● Memorial Service for deaths/losses related to COVID-19 	

