

O A C A

EXECUTIVE MEETING

WEDNESDAY, JUNE 1, 2016

PRESENT: President - Denise Rundle
Vice President - Christine Vigneault
Past President - Andreas Petersen
Secretary-Treasurer - Linda Gavey
Director - Mark Hacon
Director - Kathy Lessard
Director - Allison Goodwin
Director - Paul Morand
Director - Susan Votour

CALL TO ORDER

1. ROLL CALL

President Denise Rundle called the meeting to order at 9:20 a.m.

2. WELCOME - Denise Rundle

Denise welcomed the new executive. She noted her appreciation to Bob Clancey for stepping up in Deb McCabe's absence.

Denise asked the Board Members to give an overview of their skills and OACA committee interests.

3. APPROVAL OF AGENDA

MOVED BY: Paul Morand

SECONDED BY: Christine Vigneault

"THAT the agenda be accepted as circulated."

CARRIED

4. APPOINTMENT OF AUDITORS

MOVED BY: Andreas Petersen

SECONDED BY: Paul Morand

"THAT the firm of Millard, Rouse & Roseburgh Chartered Accountants be appointed as Auditors for the Association year 2016."

CARRIED

5. INSURANCE AND LIABILITY

MOVED BY: Allison Moore

SECONDED BY: Susan Votour

"THAT the firm of "the co-operators" be the OACA insurance carrier for the Association year 2016-2017."

CARRIED

6. CONFERENCE EXPENSES

MOVED BY: Paul Morand
SECONDED BY: Susan Votour

"THAT the normal expenses of the conference be paid."

CARRIED

7. SCHEDULE OF MEETINGS

MOVED BY: Christine Vigneault
SECONDED BY: Paul Morand

July 21 & 22, 2016
September 22, 2016
November 10 & 11, 2016
January 12 & 13, 2017 (Teleconference)
March 16 & 17, 2017
June 4, 5, 6, & 7, 2017

CARRIED

8. COMMITTEE ASSIGNMENTS

The Board considered the number of committees required as per the OACA By-laws and discussed the initiatives and priorities of each committee for the 2016-2107 term of office.

Accreditation Committee	- Linda Gavey
Conference Committee	- Allison Moore - Paul Morand - Board Members as required
Seminar Committee	- Christine Vigneault - Susan Votour - Board Members as required
Education Committee	- Linda Gavey
Primer on Planning	- Christine Vigneault
Primer on Planning Updates	- Susan Votour
Training	- Louise Taschner, OACA Member
Technical Advisory	

The Board appointed Christine and Susan to review the Primer on Planning to ensure it is current with Bill 73, PPS, etc.

Finance Committee	- Andreas Petersen - Paul Morand
-------------------	-------------------------------------

OACA EXECUTIVE MEETING MINUTES
WEDNESDAY, June 1, 2016 - PAGE 3

Legislation Committee - Andreas Petersen
Nominations/Resolutions Committee - Andreas Petersen
- Mark Hacon
- Kathy Lessard

It was agreed that the Resolutions Committee review the by-laws concerning the terms of office and whether they are still appropriate for each elected position. A discussion ensued regarding whether the Secretary-Treasurers position should be elected or hired. This committee will bring suggested amendments to the Board for consideration.

Publicity & Website Committee - Christine Vigneault
- Susan Votour

The Board recommended that this Committee continue to seek efficiencies in our electronic information service delivery.

Site Selection Committee - Linda Gavey
- Paul Morand

MOVED BY: Susan Votour
SECONDED BY: Andreas Petersen

"THAT Committee Assignments be approved as stated."

CARRIED

9. OTHER BUSINESS

(a) Newsletter Schedule
The summer newsletter will be sent out following the July Board of Directors meeting. All reports are due to Christine by June 30, 2016. The newsletter is to be mailed prior to the end of July.

10. NEW BUSINESS

(a) Conference Survey for Feedback

Christine will circulate a survey for conference feedback.


11. ADJOURNMENT

MOVED BY: Denise Rundle
SECONDED BY: Christine Vigneault

"THAT the meeting be adjourned at 11:15 a.m."

CARRIED


Denise Rundle, President


Linda Gavey, Secretary-Treasurer