

**O A C A**

**BOARD OF DIRECTORS TELECONFERENCE**

**WEDNESDAY, FEBRUARY 6, 2013**

**PRESENT:** President - Andreas Petersen  
Secretary-Treasurer - Linda Gavey  
Director - Bob Clancey  
Director - Susan Benson  
Director - Louise Taschner  
Director - Christine Vigneault  
Director - Robert Waind

**REGRETS:** Vice President - Carol Capes  
Past President - Deb McCabe

**CALL TO ORDER**

**1. ROLL CALL**

President Andreas Petersen called the meeting to order at 7:00 p.m.

**2. APPROVAL OF AGENDA**

**MOVED BY:** Robert Waind  
**SECONDED BY:** Louise Taschner

"THAT the agenda for February 6, 2013 be accepted as amended."

Correction - Meeting dates should be March 28 and 29.

**CARRIED**

In response to President Andreas Petersen there were no conflicts of interest declared.

**3. APPROVAL OF MINUTES - November 14 & 15, 2012**

**MOVED BY:** Robert Waind  
**SECONDED BY:** Bob Clancey

"THAT the minutes of November 14 and 15, 2012 be approved as circulated."

**CARRIED**

Business arising from the minutes.

**4. APPROVAL OF TREASURER'S REPORTS - November, December 2012 and January 2013**

**MOVED BY:** Robert Waind  
**SECONDED BY:** Christine Vigneault

"THAT the Treasurer's Report for November, December 2012 and January 2013 be approved as circulated."

**CARRIED**

**5. REPORTS OF COMMITTEES**

**Accreditation Committee** - Linda Gavey

**Accreditations** Annette Helmig - ACST (A)  
Kym Pelham - ACST Renewal  
Allison Moore - ACST

**MOVED BY:** Linda Gavey  
**SECONDED BY:** Louise Taschner

"THAT the Accreditation Report be approved as circulated."

**CARRIED**

**Conference Committee** - Linda Gavey

Linda reviewed the draft conference package. She advised that the workshops, entertainment, and companion program are confirmed. Meals need to be finalized, speaker gifts and swag need to be selected and purchased.

Robert Waind and Bob Clancey agreed to be responsible for organizing and obtaining the beverages for the hospitality suite.

**Seminar Committee** - Louise Taschner

Louise advised that a seminar report has not been received from Chris Lang. She will contact her for the report.

**Education Monitoring** - Linda Gavey

POP - No report

TAC - Linda advised that TAC continues to respond to questions. Louise has agreed to do the written responses while Linda is working on conference.

Training - Louise advised that training sessions have been scheduled for April 15, 2013 in Gravenhurst and April 2, 9, or 23 in Wilmot.

**Finance** - Andreas Petersen

No report.

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**Legislation** – Andreas Petersen

No report.

**Nominations** – Deb McCabe

No report.

**Publicity & Website** – Christine Vigneault

Christine discussed the OACA website and requested any changes be submitted immediately in order for the website to go live. She noted that we are now making monthly payments.

**MOVED BY:** Robert Waind

**SECONDED BY:** Susan Benson

“That the new OACA website goes live as recommended by Christine.”

**CARRIED**

The Board of Directors thanked Christine for her time and hard work creating the new website.

**Resolutions** – Robert Waind

No report.

**Site Selection** – Susan Benson/Bob Clancey

Susan Benson advised that the Red Leaves has no negotiating room for a one day seminar. She will try again closer to the date.

Bob Clancey advised that he has been in touch with the Ambassador Hotel and the Holiday Inn in Kingston. Both are interested in holding the conference at their facility. Bob advised that information will be provided when received.

**6. CORRESPONDENCE**

None

**7. NEW BUSINESS**

Linda advised that the Ministry of Finance current mileage rate is \$0.54.

**MOVED BY:** Robert Waind

**SECONDED BY:** Susan Benson

“That the OACA mileage rate be increased to \$0.54 in accordance with the Ministry of Finance current mileage rate.”

**CARRIED**

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**8. UNFINISHED BUSINESS**

- (a) Election Material

Andreas and Robert will bring forward a report at the March meeting.

**9. CONCLUDING BUSINESS**

- (a) Future meeting dates

**MOVED BY:** Bob Clancey  
**SECONDED BY:** Christine Vigneault

Monday, March 25 & Tuesday, March 26, 2013  
May 26, 27, 28 & 29, 2013

**CARRIED**

- (b) Resolution to pay meeting expenses.

**MOVED BY:** Susan Benson  
**SECONDED BY:** Robert Waind

"THAT proper meeting expenses be paid."


**CARRIED**


- (c) Resolution to adjourn.

**MOVED BY:** Susan Benson  
**SECONDED BY:** Louise Taschner

"THAT the meeting be adjourned at 9:00 p.m."

**CARRIED**

  
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Andreas Petersen, President

  
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Linda Gavey, Secretary-Treasurer

**ACTION LIST - OACA BOARD OF DIRECTORS MEETING  
FEBRUARY 2013**

<b>ITEM</b>	<b>ACTION</b>	<b>COMPLETED</b>
<b>Training Sessions</b>	Linda and Louise to proceed with scheduled training sessions and requests for future training sessions	
<b>Finance</b>	Andreas and Bob to prepare report for March meeting	
<b>PPS</b>	Andreas to follow up	
<b>2014 Seminar and 2015 Conference</b>	Deb, Susan & Bob to pursue sites	
<b>Election Material</b>	Andreas and Bob to prepare report for March meeting	
<b>Website</b>	Christine to activate	
<b>2013 Conference</b>	Linda to finalize details	
<b>2012 Seminar Report from Christine Lang</b>	Louise to follow up with Christine	
<b>Mileage Rate</b>	Linda to update expense sheet	