

**O A C A**

**BOARD OF DIRECTORS MEETING**

**THURSDAY, JANUARY 30, 2014**

<b>PRESENT:</b>	President	-	Andreas Petersen
	Past President	-	Deb McCabe
	Secretary-Treasurer	-	Linda Gavey
	Director	-	Bob Clancey
	Director	-	Susan Benson
	Director	-	Paul Morand
	Director	-	Christine Vigneault
	Director	-	Susan Votour
<b>REGRETS:</b>	Vice President	-	Robert Waind

**CALL TO ORDER**

**1. ROLL CALL**

President Andreas Petersen called the meeting to order at 7:10 p.m.

**2. APPROVAL OF AGENDA**

**MOVED BY:** Robert Clancey

**SECONDED BY:** Susan Benson

"THAT the agenda for January 30 and 31, 2014 be accepted as circulated."

**CARRIED**

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

**3. APPROVAL OF MINUTES – November 14 & 15, 2013**

**MOVED BY:** Susan Benson

**SECONDED BY:** Deb McCabe

"THAT the minutes of November 14 and 15, 2013 be approved as circulated."

**CARRIED**

**4. APPROVAL OF TREASURER'S REPORTS – November and December 2013**

**MOVED BY:** Christine Vigneault

**SECONDED BY:** Paul Morand

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"THAT the Treasurer's Reports for November and December 2013 be approved as circulated."

**CARRIED**

**5. REPORTS OF COMMITTEES**

**Accreditation Committee** – Linda Gavey

No report.

**Seminar Committee** – Deb McCabe

No report.

**Education Monitoring**

POP – Linda advised that the winter "Primer on Planning" course is starting soon.

TAC – Linda advised that TAC is still receiving and answering questions on a regular basis.

Training – Linda advised that there are currently no training sessions scheduled. Requests are pending due to weather.

Susan Votour showed a "YouTube" video by the Building Department in her municipality and suggested that OACA could use this tool to educate the membership.

**Finance** – Andreas Petersen

No report.

**Legislation** – Andreas Petersen

No Report.

**Nominations** – Deb McCabe

Deb requested that the Board advise if they will be running in the 2014 election.

**Publicity & Website** – Christine Vigneault

Christine advised that most of the feedback forms commented that there is too much down time and requested extra workshops.

**Resolutions** – Andreas Petersen

Andreas discussed changes in the wording of Section 9:02 of the Constitution to reflect review engagement rather than audit.

Andreas will bring wording for Section 9:02 to the March meeting.

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Susan Votour suggested that 8:04 of the Constitution should be changed to include mail and email.

**Site Selection** – Deb McCabe

Deb advised that the 2014 seminar is in Grimsby and the 2015 conference is in Kingston.

Bob advised that he has been in contact with various presenters, etc. for the 2015 conference.

Linda will forward a list of previous conferences/seminars.

**6. CORRESPONDENCE**

None

**7. NEW BUSINESS**

None

**8. UNFINISHED BUSINESS**

- (a) Conference Check List – Susan Benson requested any information that could be provided for the requested proposal.

**9. CONCLUDING BUSINESS**

- (a) Future meeting dates

**MOVED BY:** Susan Benson  
**SECONDED BY:** Deb McCabe

March 20 & 21, 2014  
May 25, 26, 27, & 28, 2014

**CARRIED**

- (b) Resolution to adjourn.

**MOVED BY:** Susan Benson  
**SECONDED BY:** Christine Vigneault

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

**CARRIED**

**O A C A**

**BOARD OF DIRECTORS MEETING**

**FRIDAY, JANUARY 31, 2014**

**PRESENT:** President - Andreas Petersen  
Past President - Deb McCabe



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Secretary-Treasurer	-	Linda Gavey
Director	-	Bob Clancey
Director	-	Susan Benson
Director	-	Paul Morand
Director	-	Christine Vigneault
Director	-	Susan Votour
<b>REGRETS:</b> Vice President	-	Robert Waind

**CALL TO ORDER**

**1. ROLL CALL**

President Andreas Petersen called the meeting to order at 9:10 a.m.

**2. REPORTS OF COMMITTEES**

**Conference Committee – Deb McCabe**

Deb submitted and discussed a draft conference package for review.

The Board discussed the ability to add another workshop based on feedback from the membership. The Conference Committee will pursue an additional workshop for Monday and Tuesday. This will change the timing of the various functions at conference.

Susan Votour discussed swag ideas.

**3. CONCLUDING BUSINESS**

(a) Resolution to pay meeting expenses.

**MOVED BY:** Susan Benson

**SECONDED BY:** Paul Morand

"THAT proper meeting expenses be paid."

**CARRIED**

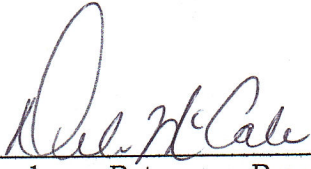
(b) Resolution to adjourn.

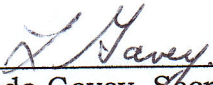
**MOVED BY:** Bob Clancey

**SECONDED BY:** Andreas Petersen

"THAT the meeting be adjourned at 10:15 a.m."

**CARRIED**

*FOR:*   
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Andreas Petersen, President

  
\_\_\_\_\_  
Linda Gavey, Secretary-Treasurer