

O A C A

EXECUTIVE MEETING

WEDNESDAY, MAY 29, 2013

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

CALL TO ORDER

1. ROLL CALL

President Andreas Petersen called the meeting to order at 9:35 a.m.

2. WELCOME – Andreas Petersen

Andreas welcomed the new executive.

3. APPROVAL OF AGENDA

MOVED BY: Robert Waind

SECONDED BY: Deb McCabe

"THAT the agenda be accepted as circulated."

CARRIED

4. APPOINTMENT OF AUDITORS

MOVED BY: Deb McCabe

SECONDED BY: Paul Morand

"THAT the firm of Millard, Rouse & Roseburgh Chartered Accountants be appointed as Auditors for the Association year 2013 Review Engagement."

CARRIED

5. INSURANCE AND LIABILITY

MOVED BY: Bob Clancey

SECONDED BY: Christine Vigneault

"THAT the firm of "the co-operators" be the OACA insurance carrier for the Association year 2013-2014."

CARRIED

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6. CONFERENCE EXPENSES

MOVED BY: Paul Morand
SECONDED BY: Susan Benson

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

CARRIED

MOVED BY: Bob Clancey
SECONDED BY: Susan Votour

"THAT the conference hospitality suite only be available Sunday and Monday night until midnight."

CARRIED

7. SCHEDULE OF MEETINGS

July 18 & 19, 2013
September 19 & 20, 2013
November 14 & 15, 2013
January 16 & 17, 2014 (Teleconference)
March 20 & 21, 2014
May 25, 26, 27, & 28, 2014

8. COMMITTEE ASSIGNMENTS

Accreditation Committee	- Linda Gavey
Conference Committee	- Robert Waind - Paul Morand - Deb McCabe
Seminar Committee	- Deb McCabe - Susan Votour
Education Monitoring	- Linda Gavey
Finance Committee	- Andreas Petersen - Susan Benson - Paul Morand
Legislation Committee	- Robert Waind - Andreas Petersen - Susan Benson
Nominations Committee	- Deb McCabe - Linda Gavey

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|-------------------------------|---|
| Publicity & Website Committee | - Christine Vigneault
- Susan Votour |
| Resolutions | - Robert Waind
- Andreas Petersen
- Bob Clancey |
| Site Selection Committee | - Deb McCabe
- Susan Benson
- Bob Clancey |
| Technical Advisory Committee | - Linda Gavey
- Louise Taschner
- Christine Vigneault
- Susan Votour |

MOVED BY: Susan Benson
SECONDED BY: Paul Morand

"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 July 11, 2013. The newsletter is to be mailed prior to the end of July.

10. NEW BUSINESS

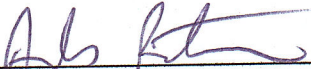
- (a) Conference Changes
- too much down time
- Christine to create new conference survey to be included in the July newsletter
- (b) Newsletter
- Paper and email
- (c) OACA Training (Louise & Linda)
- (d) Webinar
- (e) Primer on Planning Marker

11. ADJOURNMENT

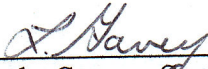
MOVED BY: Robert Waind
SECONDED BY: Bob Clancey

"THAT the meeting be adjourned at 10:25 a.m."

CARRIED



Andreas Petersen, President



Linda Gavey, Secretary-Treasurer