

O A C A

BOARD OF DIRECTORS MEETING

FRIDAY, JULY 12, 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

After a tour of the seminar facilities, President Andreas Petersen called the meeting to order at 9:30 a.m.

2. APPROVAL OF AGENDA

MOVED BY: Robert Waind
SECONDED BY: Paul Morand

"THAT the agenda for July 12, 2013 be accepted as circulated."

CARRIED

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

3. APPROVAL OF MINUTES - May 26 & 29, 2013

MOVED BY: Bob Clancey
SECONDED BY: Susan Benson

"THAT the minutes of May 26 and 29, 2013 be approved as amended."

CARRIED

Business arising from the minutes.

Add conference survey to May 29 minutes.

4. APPROVAL OF TREASURER'S REPORTS - May and June 2013

MOVED BY: Christine Vigneault
SECONDED BY: Paul Morand

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"THAT the Treasurer's Report for May and June 2013 be approved as circulated."

CARRIED

5. REPORTS OF COMMITTEES

Accreditation Committee – Linda Gavey

Accreditations Heather Mahon – ACST Renewal

MOVED BY: Linda Gavey

SECONDED BY: Deb McCabe

"THAT the Accreditation Report be approved as circulated."

CARRIED

Conference Committee – Robert Waind

Robert advised that he has booked Dan Needles (\$1,500.00) for one of the 2014 conference luncheon speakers. He noted that Jane Pepino would like to return as a workshop presenter. He advised that Kim Litte will also come but requested a suggestion for a workshop topic.

The Board mentioned a few other suggestions for workshop presenters.

A discussion ensued regarding workshop topics. A survey will be included in the newsletter for the membership to suggest topics of interest.

Seminar Committee – Deb McCabe

Deb advised that Jim Cronk will be entertaining at the "Meet & Greet". She discussed workshop locations, speakers, etc.

Education Monitoring

POP – A discussion ensued for obtaining a marker for the Primer on Planning course. A posting will be placed on the website and included in the newsletter.

TAC – Linda advised that TAC is still receiving and answering questions.

Training – Linda advised that a training session is scheduled for September 21, 2013 in Bradford West Gwillanbury.

Finance – Andreas Petersen

That Andreas research the differences between an audit and a review engagement and report back to the Board of Directors.

Legislation – Andreas Petersen

No report.

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Nominations – Deb McCabe

No report.

Publicity & Website – Christine Vigneault

Christine advised that the newsletter is in the works. She needs bios from Susan and Paul.

Susan Votour suggested using current technology for training.

Resolutions – Robert Waind

No report.

Site Selection – Deb McCabe

Bob Clancey advised that the Ambassador has been confirmed for the 2015 OACA Conference May 31 to June 3, 2015.

Sue Benson advised that she has experience negotiating for conferences and will put a package together for the Board.

Bob advised that a site visit to Kingston is being arranged. It was suggested that the November meeting be held in Kingston.

Deb advised that we need a seminar location for 2014.

6. CORRESPONDENCE

MOVED BY: Deb McCabe
SECONDED BY: Paul Morand

“That a spa day in the amount of \$250.00 be purchased for Nancy Bozzato in appreciation of her services regarding the Primer on Planning.”

CARRIED

7. NEW BUSINESS

None

8. UNFINISHED BUSINESS

Items previously discussed under other titles.

9. CONCLUDING BUSINESS

(a) Future meeting dates

MOVED BY: Susan Benson
SECONDED BY: Christine Vigneault

September 19, 2013 – 2:00 p.m.

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November 14 & 15, 2013 (Ambassador Hotel - Kingston)
January 16 & 17, 2014 (Teleconference)
March 20 & 21, 2014
May 25, 26, 27, & 28, 2014

CARRIED

- (b) Resolution to pay meeting expenses.

MOVED BY: Deb McCabe
SECONDED BY: Robert Waind

"THAT proper meeting expenses be paid."

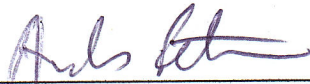
CARRIED

- (c) Resolution to adjourn.

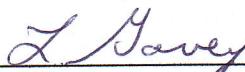
MOVED BY: Deb McCabe
SECONDED BY: Paul Morand

"THAT the meeting be adjourned at 11:40 a.m."

CARRIED



Andreas Petersen, President



Linda Gavey, Secretary-Treasurer