

OACA EXECUTIVE MEETING MINUTES

DATE & TIME: Wednesday, July 8, 2020 - 7:00 p.m.

LOCATION: Conference Call (Zoom)

PRESENT: Christine Vigneault - President
Tonia Bennett - Vice President
Mark Hacon – Treasurer
Kathy Lessard - Secretary

REGRETS: Denise Rundle
Cara Raich
Deb McCabe

1. Roll Call – the meeting commenced at 7:13 p.m.

2. Accreditation:

Accreditation certificates will be processed electronically and an announcement of the successful applicants will be done at the next event and possibly through the OACA's Twitter page. There is 1 new accreditation application.

3. Event Co-Ordinator

The Board discussed the various platforms that may be available for the Association in order to provide educational material to the membership such as virtual events with a small attendance, complete virtual event, podcasts and webinars. Christine will reach out to the speakers that had been scheduled for conference and seminar to inquire as to participating in any of these educational platforms. Kathy to reach out to Susan Votour to gather information as to potential podcasts. The Board discussed the option of the fall seminar being composed of virtual sessions over a few days, with a small fee being imposed and access to be for a specific time period, similar to the training videos.

4. Primer on Planning

Christine advised that the Association is short a marker for the fall course and asked if the Directors would be willing to provide some assistance with this task. A template will be provided to the Directors at that time.

5. Financial Update

Mark Hacon advised that a cheque to reimburse the Association for the deposit made for the Niagara Falls Conference had been provided to the Association. Mark also advised that the sponsorship monies had been returned to the sponsors

that provided these to the Association for the 2020 Conference. The Association may wish to contact these companies to sponsor events we may have in the future.

6. Volunteers

Christine to meet with the 2 volunteers, Brandon Kashin and Ian Clendening, on Friday, July 10, 2020, to discuss volunteering their time to the Association and the Board and/or Committees. Christine will inquire if they would be interested in assisting in various things such as composing the newsletter, marking the Primer on Planning, fall webinar, events and social media.

Christine will also inquire if any of the absent Directors would assist in providing information on Legislation that can be included in the newsletter or eblasts.

7. Approval of Previous Minutes - January 30 & 31 and June 9, 2020

Moved By: Christine Vigneault

Seconded By: Tonia Bennett

CARRIED

8. Adjournment

The meeting was adjourned at 8:15 p.m.

The next meeting to be scheduled tentatively for August 13th, 2020 at 7:00 p.m.

Christine Vigneault
President

Kathy Lessard
Secretary