

OACA EXECUTIVE MEETING MINUTES

DATE & TIME: Wednesday, September 9th, 2020 - 6:00 p.m.

LOCATION: Conference Call (Zoom)

PRESENT: Christine Vigneault - President
Tonia Bennett - Vice President
Mark Hacon – Treasurer
Kathy Lessard - Secretary
Denise Rundle (left the meeting at 6:25)
Cara Raich

1. **Roll Call** – the meeting commenced at 6:07 p.m.
2. **Primer on Planning**
Due to the shortage of markers for the assignments of the students, 2 Directors have offered to provide assistance.
3. **Election**
The Board discussed the Director vacancies and determined that an election must be held in order to replace the 4 Directors. The election will be done through Simply Voting with an anticipated electronic election to be finalized in November. The Election & Voting Policy will be revised and circulated to the Board for approval.
4. **Financial Update**
Mark advised that the finances were in good standing as there was no expenses for the conference or seminar.
5. **Events:**
The Board discussed the option of providing a few electronic events through Slideslive that would allow the membership access as either a lunch and learn, 1 hour webinar or a Question and Answer session. This will be investigated further.
Tonia Bennett will contact the list of speakers that would have spoken at the 2020 Conference to inquire if they would still be interested and discuss how this will be provided.
6. **Volunteers**
The Board discussed approaching a member to inquire if they would interested in volunteering time to create, assess and report on membership surveys. This will be confirmed at a later date.
Ian Clendening – speakers. Christine to reach out to Ian as to providing a fall webinar on electronic meetings and procedures and will advise of the results.
7. **Approval of August Minutes**
Moved By: Mark Hacon
Seconded By: Christine Vigneault CARRIED

Adjournment

The meeting was adjourned at 7:10 p.m.

The next meeting to be scheduled tentatively for October 26, 2020 at 6:00 p.m.

Christine Vigneault

President

Kathy Lessard

Secretary