



OACA BOARD OF DIRECTORS MEETING MINUTES

DATE AND TIME: Monday, September 25, 2023 at 6:00 p.m.

LOCATION: Video Conference Call (Zoom)

PRESENT: Tonia Bennett – President
Trista Di Lullo – Vice President
Mark Hacon – Treasurer
Sarah Hague – Secretary
Ian Clendening
Sean Kenney
Alexandra Rawlings
Denise Rundle
Christine Vigneault

REGRETS: N/A

1. Call to Order

President Tonia Bennett called the meeting to order at 6:00 p.m.

2. Approval of Agenda

That the agenda be approved as circulated.

Moved by: Christine Vigneault

Seconded by: Mark Hacon

CARRIED

3. Approval of Previous Minutes

That the minutes of June 3, June 7, August 27, and August 28, 2023 be approved as circulated.

Moved by: Alexandra Rawlings

Seconded by: Trista Di Lullo

CARRIED

4. Committee Reports:

a) 2023 Seminar

The Board confirmed that rooms are required for Thursday and Friday night and access is needed to a Board Room at 10:00 a.m. on Thursday for the AMCTO presentation. Mark confirmed that a deal has been signed for the

audio visual equipment rental with a discount. Presenters have been asked to send in their presentation by October 2nd so the Board can review and ensure no issues. Currently 88 members registered for the Seminar, not including the Board members. Lanyards and identification badges have been ordered, Trista will send Mark the spreadsheet of registrants 2 weeks before so the vendor can print the name tags. Requests for questions for the Ask an Expert Sessions have been sent, with not too many received to date. Board members are to submit additional questions.

b) Communications

Trista provided an overview of the communications that have been going out to the membership. She confirmed that registration for Seminar ends on Wednesday, September 27th. Social media posts advertising the workshops will continue to go out.

c) Finance and Administration

Nothing to report

d) Education

i. Planned Update to POP Course

Christine will reach out to Aird & Berlis to introduce Denise and Alexandra who will be the Board contacts for the course updates. Board members are to flag any parts needing updating and send them to Denise and Alexandra.

e) Nominations/Election

Nothing to report.

f) Governance

i. Membership Transfers

There are numerous members changing jobs to different roles and/or to different municipalities. The Association has been receiving numerous inquiries regarding switching over an active membership from one workplace to another for a member, and also switching the membership from one person to their replacement. The Board discussed whether the membership should stay with the individual or the organization, and decided that it should stay with the individual, unless the member agrees to transfer the membership to another individual.

g) Legislation

Sean indicated that the Province is to be releasing some new legislation today regarding greater powers for the Province. The Board discussed the idea of hosting a workshop next year on multi-unit dwellings and 3 units as-of-right.

5. Other Business

Mark informed the Board that Blue Mountains has agreed to let the Association use the \$5,000 deposit that had previously been placed for the 2022 Conference, which was postponed due to the pandemic. He indicated that contract is very attractive.

That Sean and Christine be given the signing authority to sign a contract with Blue Mountain for the 2025 OACA Conference.

Moved by: Sean Kenney

Seconded by: Sarah Hague

CARRIED

The Board discussed the need to use ConferenceDirect for assistance with the Seminar. It was decided it was not needed for this year, but that it would be considered for next year. Mark will work with Melissa at ConferenceDirect to get some quotes for the 2024 Conference in Windsor.

6. Future Meeting Dates

The next meeting will be held October 12, 2023 at 12:30 p.m. at the Holiday Inn Toronto International Airport.

7. Adjournment

That the meeting be adjourned at 7:05 p.m., and that proper meeting expenses be paid.

Moved by: Mark Hacon

Seconded by: Sean Kenney

CARRIED

T. Bennett

T. Bennett, President

S. Hague

S. Hague, Secretary