

Unicamp Board Meeting

November 6, 2016

Kitchener

Present: Jeff, Sky, Terry, Ben, Michelle, Katya, Jane, Melissa, Beth

Approval of agenda: Sky moved, seconded by Jeff

Minutes from October 23 meeting:

Amendments – Katya – Forever Fund is correctly designated; known past donors to be contacted re their donations and any specific designations for funds/clarify intention of funds.

Sky moved minutes be accepted as amended; seconded by Jeff, accepted by all.

Treasurer's report – Sky for Tracy:

2015 financial statements ready for submission; charities tax return needs to be submitted by June 30th so we need to start preparing earlier in year; bylaws state submission by Nov. 1st – Sky & Tracy to clarify with Ian.

Special meeting – quorum achieved, financial statements presented, passed and ratified.

2016 financial statements – Tracy is putting together budget & preparing for 2016. Gross profit: \$266,000 before Canada Job Grant (\$20 - \$50,000); expenses \$239,000. Request to submit any outstanding expenses to Katya by e-mail. Katya to send out expense claim form.

HST to be implemented next year. Discussion around 5 year incremental increases in fees so can accumulate small financial buffer each year.

Property - Terry:

Tree cutting will need to be carried out in spring to clear hydro lines; Steve will provide 4 hrs. backhoe work in exchange for wood – all pine. Wood needs to be removed as otherwise a fire hazard.

Beth was up at camp on Nov. 5th for seasonal shut-down, reported everything looks good & that last work weekend went very well.

Issue of off-season use – discussion around who uses camp during this time period and how; daytime visitors, seasonal campers & staff – need to create policy; maintaining commitment to mission statement, look at liability; need to maintain integrity of organization. Seasonal brochure states need to obtain permission between water on & water off. Discussion re changing gate lock combination, was passed in Board meeting this spring but didn't happen, same combination for a long time. Discussion re staff versus previous staff, during off-season only staff are Director, Admin & Property Manager.

Decision made that solstice gathering will not happen this year, Mel, Michelle & Jeff to work on communication to staff. Board to review & update off-season use policies. Culture of stewardship needs to be imparted to all.

Admin – Jane:

Adrian's exit interview still to be scheduled. Mel has been allocated site #12, she will move her trailer off the site during winter.

Melissa scheduled to take wilderness first aid course; Jane moved Unicamp to cover cost in amount of \$300, all in favour

Tracy to be asked to add staff training to next year's budget.

Staff grant applications due in February.

Communication – Jeff:

Newsletter planned for December, in process of updating website; staff page to be updated; working on message inviting congregation members to sit on Unicamp Board.

Programming – Ben:

Three weeks of kids camp; indigenous & people of colour week during family week, queer programming. Training needed for staff on anti-oppression/inclusivity. Mel & Jane to research & get quote. 3 week yoga teacher training scheduled.

Discussion around specific program & decision made not to run it due to concerns around potential cultural appropriation & history of unresolved issues at camp.

Other programs scheduled: labyrinth workshop, theatre workshop, parenting workshop, soul collage.

Town Halls scheduled:

- August long weekend, Board barbeque weekend – Jane to facilitate
- Labour day weekend – visioning town hall – Iris to be asked to facilitate

Seasonal campers meet staff & pot luck lunch moved to July 8

Jeff to talk to Tony about working on brochure; aim to get to printer mid-December so it's ready early January.

Administrator's Report – Katya:

Needs Board members DOB & phone number for CRA, this info will not be shared other than this.

Director's report – Mel:

Donation from Huronia congregation – Mel will contact to than them & provide full accounting of \$ spent plus ask for direction re remainder.

Motion to adjourn made by Sky, seconded by Jeff.

Meeting adjourned @ 3:40 p.m.

