

Date: 2012-05-29

Attending: Colin, Erik, Ghanesh, Jenn M, Jessie, Julian, Andrew

## Scheduled Business

### Item #1

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Jenn M	M	Newsletter Status	
<b>Discussion:</b>	Consider a return of the newsletter... - Keep the contents focused - Non-passive communication may be the best way to reach the broadest audience. - Consider what other groups are doing (e.g. Bruce Trail's use of Constant Contact) <b>VOTE:</b> review whether a revival of the newsletter or an informational email will suit TOC needs best at this time.		
<b>Action:</b>	Erik to follow-up on reviving the newsletter		
<b>Action:</b>	Erik and Ghanesh to examine the possibility of online documentation accessible to members and volunteers		

### Item #2

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Erik	M	Planning Extended Events	
<b>Discussion:</b>	Most organizations support the creation of 'trip plans' for extended events. This would involve ensuring specific emergency details are shared with the Executive should the unforeseen occur.		
<b>Action:</b>	Ghanesh and the SC to prepare a template for extended trips		
<b>Action:</b>	Erik to look at how best to find likeminded volunteers to run trips with, and how best to gauge membership interest for trips with greater organizational difficulty		

### Item #3

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Ghanesh	M	Executive Terms	

<b>Discussion:</b>	<p>Establish that key Executive positions carry with them 'minimum' term limits. The main idea being to establish an expectation of what people are signing up for. Longer term limits enables longer term planning, thinking, and consistency. It would end up requiring a slightly more serious commitment to important positions.</p> <p><b>VOTE:</b> That the TOC Exec request a two-year minimum commitment for certain positions (President, Treasurer, Safety Coordinator) to allow continuity and policy development. Those in the positions are welcome to stay for longer terms if agreeable to all and will always be able to leave the role sooner if required. (6 Yes/0 No)</p>
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#### Item #4

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Jenn M	M	Use of Facebook & Social Media	
<b>Discussion:</b>	<p>How can we generally increase and optimize our use of social media? Specifically considering phasing out the use of Fotki for our image management and using Facebook for event photos.</p> <p><b>VOTE:</b> Move to Facebook for Photo Sharing (4 Yes, 1 No)</p>		

#### Item #5

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Jenn M	M	TOC Picnic	
<b>Discussion:</b>	<p>Previously we'd proposed July 15 as a picnic date.</p> <p><b>VOTE:</b> Move ahead with July 15 as a picnic date (5 Yes/0 No)</p>		
<b>Action:</b>	<b>Andrew</b> to book and post a picnic event for the agreed date		

#### Item #6

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Jenn M	M	Conflict Resolution / Code of Conduct Update	
<b>Discussion:</b>	<b>VOTE:</b> A preliminary code of conduct to be put together for review by the President before bringing it back to the greater Executive		
<b>Action:</b>	<b>Julian</b> and <b>Erik</b> to research and write a preliminary Code of Conduct		
<b>Action:</b>	<b>Jenn M</b> to do an initial review		

#### Item #7

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Jenn M	M	Parking in Conservation Areas	
<b>Discussion:</b>	<p>The TOC gets a great deal of benefit from the parks we have access to. There is a general hope to repay that as possible.</p> <p><b>VOTE:</b> the TOC shall communicate to volunteers the importance of paying expected conservation area fees rather than specifically seeking to avoid them (e.g. car, person)</p>		

#### Item #8

<i>Presenter</i>	<i>Priority</i>	<i>Item</i>	<i>Time</i>
Jenn M	M	TOC Swag for Volunteers (Follow-up)	

<b>Discussion:</b>	<p>We've started distributing the light/whistle combination to volunteers. While we still have some remaining stock, we may require more technical logo tshirts for sale and distribution.</p> <p>Ghanesh asks about the possibilities surrounding taking logo design submissions for the tshirts, though Erik notes that tshirts with an 'off model' logo may work best on a more 'print on demand' basis.</p> <p><b>VOTE:</b> purchase more (blue) technical t-shirts with the club's logo for sale, and review the possibility of made to order shirts (4 Yes, 0 No)</p>
<b>Action:</b>	<b>Erik</b> to follow-up on tshirt purchases and 'made to order' options
<b>Action:</b>	<b>Erik</b> is working with JennP to get more First Aid kits (equivalent to what we had previously)

#### Item #9

<b>Presenter</b>	<b>Priority</b>	<b>Item</b>	<b>Time</b>
Jenn M	M	Club Insurance	
<b>Discussion:</b>	<p>Jenn M completed research with a number of (4) comparable clubs on their individual insurance circumstances. Only one (the East York Outing Club) currently carried any. Jenn collected details of that particular insurer.</p> <p><b>VOTE:</b> Due to prohibitive costs and our not-for-profit status, look at shelving the look at insurance for the moment. (3 Yes, 4 No)</p>		
<b>Action:</b>	<b>Jenn M</b> will research cost vs. coverage with various companies. This will be a fact finding mission only for the moment.		

#### Item #10

<b>Presenter</b>	<b>Priority</b>	<b>Item</b>	<b>Time</b>
Jenn M	M	Volunteer Management	
<b>Discussion:</b>	<p>Discussion surrounding the switch from a central 'Volunteer Coordinator' to the current decentralized model. Considered was feedback from volunteers (of which we've heard both positive and negative). Having a Volunteer Coordinator as a 'single point of contact' seems to have value, but it remains a highly work intensive position. Ghanesh raises the idea of looking for assistants for executives, which we've considered before.</p> <p><b>VOTE:</b> Maintain the current model for the moment, and revisit it in December 2012</p>		

#### Item #11

<b>Presenter</b>	<b>Priority</b>	<b>Item</b>	<b>Time</b>
Ghanesh	M	TOC Mission Statement	
<b>Discussion:</b>	<p>Discussion of the benefits (and potential drawbacks) of a clear Mission Statement. Ghanesh proposes a starting point for discussion. This item will be reviewed and built upon at the next meeting.</p>		