



## **Residence Life Professional Association**

### **Annual General Meeting Agenda**

**March 3, 2016 • University of Calgary**

#### **1. Welcome and Call to Order**

- Meeting called to order at 1:01pm

#### **2. Introductions**

- 39 members introduced themselves to the group.

#### **3. Approval of Agenda**

- Agenda approved. Glenice Grover, 2nd Tim Siemens

#### **5. Reports**

##### **a. Communication Coordinator's Report: Caitlin McLeod**

- Website has been updated over the past year. Updates to award descriptions and job board. A featured RLPA member section has been added. Members can be nominated on the website to be featured.
  - Email Communication Coordinator if there are names of award winners that are currently missing from the website.
- A photo gallery has been added to the website. Photos taken at FBM and AGM will be added to website. In the future, registration forms for conferences will include a photo release.
- Email Communication Coordinator with information about staffing changes, so that the directory and listserv are updated. Directory will be added to a drop down menu on the website, so it is easier to locate.

##### **b. LEAD Report: Alana Turner**

- LEAD will take place October 21-23, 2016.
- Proposed budget was presented to members. The proposed budget projects a loss, but the loss will decrease with higher numbers of participants.
- Aiming to have 80 delegates, and 15 advisors. Changing the cap of participants from an institution to 15 to help increase numbers.
- Promotional materials will be sent out in August, so that they can be shared with student staff during training.
- New hashtag (#LEADtheway) will be used to promote LEAD, and allow participants to share their experiences online.

- A call for committee members will be sent out in April, and the committee will begin in May.
- Goldeye is able to hold up to 130/140 people. Alana will confirm this number.
- Proposed budget approved. Kristin Davick, 2nd Rob Ford

c. NWACUHO Report: Bob Lambert

- Annual conference in Anchorage, Alaska had good attendance, and 15 attendees from Alberta. Reduced registration rate was offered for Canadian participants this year.
- Craig Whitton has transitioned into the President position.
- NWACUHO board has sent a letter to the Alberta Minister of Education to challenge the property tax legislation for residences.
- First Friday Webinars are ongoing, and RLPA members are encouraged to participate.
- Let Bob know if you, or your staff members, are not currently on the NWACUHO listserv.
- Bob presented the NWACUHO New Professional Award to Auburn Phillips from the University of Lethbridge. Award was accepted by Lukas Neamtu on Auburn's behalf.

d. Treasurer's Report: Mark Keller

- An issue arose with AGM registration, and credit card payments received online were not processed. Participants will need to pay again, if they initially paid with credit card. Mark will email out additional information about this process, and confirmation that initial payments were not processed. Receipts from the initial transaction are still valid.
- Financial report was presented to members.
  - RLPA is in a good financial situation, and is holding \$23,311.11 in our account.
  - Lost money at this year's FBM, but made money at last year's AGM.
- A new account was opened with BMO this year, and the old account was closed.
- Annual membership fees are now due. Mark will send out reminders to institutions that have not yet paid.
- Membership Engagement Task Team
  - Exploring options for providing financial support to members wanting to attend FBM and AGM.
  - Looking to expand webcasting abilities. May be able to offer PD outside of FBM and AGM using webcasting.
  - Mark will remain on the task team after transitioning out of the Treasurer role.
- Financial report approved. Rob Ford, 2nd Randy Fines
- To maintain association status, required to have members audit financials. Glenice Grover and Randy Fines volunteered.

e. Secretary's Report: Meghan Reiser

- This year, worked on wording for bylaw amendments, meeting minutes, and agendas.
  - This summer, will be reviewing bylaws to catch any inconsistencies in terminology, or gaps between the bylaws and our current practices. Will report any discrepancies at FBM.
  - Will update bylaws as necessary, after proposed bylaws are voted on.
- f. President Elect's Report: Trent Nabe
- Has been focusing on learning the President role, and preparing for transition into the role. Thank you to Randy for his support this year.
  - Knowledge Sharing Task Team was dissolved in November.
  - Working with Mark Keller on the financial philosophy of the RLPA, and looking at best practices for association spending.
  - Working on developing the Mentoring Program. More information will be sent out in the next few weeks.
  - Worked on the proposed bylaw amendment regarding passing amendments at FBM.
- g. Past President's Report: Judy Eyben
- Has been working on awards and elections. For awards, has set a new deadline for nominations. Nominations can now be entered on the website.
  - Josie Lamothe Task Team and New Professional Task Team have wrapped up. Thank you to all involved for your work on these task teams.
  - If you are interested in any new task teams, please contact a member of the board.
- h. President's Report: Randy Maus
- Primary goals for the past year: support the President-Elect in their transition, connect with members and help increase engagement.
    - Webcasting AGM has made it more accessible. Looking to increase webcasting. Possibly webcasting parts of LEAD.
  - Working on updating the hosting guidelines for FBM and AGM.
  - Reviewing the elections process to ensure that those who cannot attend are still able to be nominated, if they are interested. Nomination forms may be provided in advance of the meeting, so that it is easier for those who are not in attendance.

## **6. Proposed Bylaw Amendments**

- All members are able to propose bylaw amendments. Notice of proposed bylaw amendments must be given to members at least 30 days before voting on them.
    - a. Election Ties
      - Currently there is no legislation that addresses election ties.
      - Following a vote of the membership, proposed amendment "B" passes.
- b. Bylaw Amendments at Fall Business Meeting

- Hope to allow the association more flexibility to approve and amend bylaws.
  - AGM must be held in Alberta, but FBM can be held out of province. Able to pass bylaws out of province without compromising our association status. If fewer members are able to attend meetings, they will still be able to vote by proxy.
  - Following a vote of the membership, the proposed amendment passes.
- c. Third Party Contractor Memberships
- This is a discussion about the direction of the association, and many members have been engaged in it. Thank you to everyone who has taken time to help ensure the membership is able to make an informed decision.
  - Discussion:
    - RLPA needs to be reflective of the Higher Education environment, and this will increasingly include P3s, but should only represent residences that are affiliated with post-secondary institutions.
    - Board members are not elected based on their employer, and there is no reason to change this.
    - Need to make a distinction between residences that are affiliated with post-secondary institutions, and those that are not. This distinction is more important than the difference between public and private.
    - The fears that P3s may be predatory simply does not reflect the current situation in our region, and if this does not occur, RLPA will not be the place where the decision whether to allow these residences will be made.
    - Our context is changing, and we need to make sure that we have a seat at the table when these discussions happen. How can RLPA help advocate for high quality residence programs when contracts are being created with P3s. We should not remove ourselves from being involved in this.
    - P3s may be able to provide housing that is 15-20% cheaper, but do not have the same access to residence life knowledge.
    - Professionals at P3s are not looking to take trade secrets, they are looking to engage as members of the association as any other member would. They can still provide high quality support to students, even when they are privately run.
  - Philosophical vote on whether privately run residences should be members of the RLPA.
    - Result of vote: Yes, privately run residences should be allowed to be members of the RLPA.
  - Discussion of proposed bylaws:
    - If one institution had privately and publicly run residences, would they only get one vote? How would this impact membership on the board?
      - Not currently an issue in the region, but will make decisions about this if it arises in the future.

- There are concerns about increased competition from P3s, but restricting board involvement does not address these concerns, and would not be a solution.
- Would be useful to provide a definition of third party contractors in the definition section of the bylaws.
- Motion to make a friendly amendment to the bylaws: change the wording from “third party contractors” to “post-secondary institution affiliated third party contractors.” Lukas Neamtu, 2nd Glenice Grover.
- Results of membership vote:
  - Proposed amendment to Bylaw III: Membership, Article 1 - Approved
  - Proposed amendment to Bylaw III: Membership - Approved
  - Proposed amendment to Bylaw VIII: Board of Directors- Denied

## **7. Approval of Minutes, Fall Business Meeting**

Minutes approved. Glenice Grover, 2nd Jo-Anne Wilson

## **8. Elections**

- a. Communication Coordinator
  - Zoe Woods
- b. Treasurer
  - Kristin Davick
- c. President Elect
  - Glenice Grover

## **8. New Business**

- a. Alberta Property Taxation Challenge
  - In Alberta, municipalities are able to tax post-secondary residences.
  - SAIT has submitted a challenge of this legislation to the Government of Alberta. RLPA and NWACUHO have also provided letters in support of challenging the legislation.
  - Member institutions may submit letters in support of this challenge if they wish. Email letters to Wayne Gee at [wayne.gee@sait.ca](mailto:wayne.gee@sait.ca)
- b. Awards
  - i. RLPA Leadership Society
    - Judy Eyben has printed certificates for each institution to give to their nominated student staff members.
  - ii. New Professional Award
    - Awarded to Kristin Davick
  - iii. Josie Lamothe Award
    - Not awarded
  - iv. Mark Chytracek Lifetime Membership
    - Jo-Anne Wilson
    - Nancie Krushelnicki
    - Glenda Staples

## **9. Transfer of Presidency**

- Randy Maus transferred the presidency to Trent Nabe
- Goals:
  - Build on Randy's work to engage members
  - Evaluate and assess the direction of the association by getting feedback from members
  - Reach out to past members and non-members to see how we can get them involved. Trent will provide an update on this project at FBM.

## **10. Upcoming Conferences**

- Alberta Student Services Conference
  - May 10-13 in Grande Prairie
- NASPA Annual Conference
  - March 12-16 in Indianapolis
- CACUSS Annual Conference
  - June 19-22 in Winnipeg
- ACUHO-I Annual Conference and Exposition
  - July 9-12 in Seattle
- NASPA Region 5 Power of One Conference
  - April 28-30 at the University of Washington
- Alberta Restorative Justice Association Conference
  - November in Edmonton
- NASPA Region 5 Annual Conference
  - November 9-12 in Seattle
- Student Group Advisors Drive-In Conference
  - May 6 at Western Oregon University
- CHO Network Meeting
  - November 2-3 at Simon Fraser University

## **11. Roundtable Discussion**

- Cancellation policy when residents move out before the end of their contracts
- Application process for gender neutral housing
- Mandatory meal plan for residents
- Community kitchens in residence

## **12. Location of Fall Business Meeting**

- 2016 FBM: Simon Fraser University in Burnaby, BC
  - November 3-4, 2016
- 2017 AGM will be at Lakeland College in Lloydminster

## **13. Adjournment**

- Meeting adjourned. Lukas Neamtu, 2<sup>nd</sup> Kristin Davick