

Board Meeting Minutes



Residence Life Professional Association

Board Meeting

Monday, December 13th, 2021 12:00pm PST/1:00pm MST

1. Approval of Board Agenda

Motion to approve by MEGHAN. DINI seconded.

2. Approval of Past Board Minutes

Motion to approve by MEGHAN. TIM seconded.

3. LEAD

DINI, the committee just had a meeting last week. Went very well. Everything is running smoothly. Exploring options for other platforms. Zoom didn't pan out. Struggling with the SWAG a little bit. We should have asked for institutions addresses (during registration) for delivery of SWAG. The shipping is way too much to ship. Transition meeting with MEGHAN, NOURAN and ISABEL tomorrow. Talks about in person meeting, hybrid or virtual for 2022. Another full team meeting later this week. MEGHAN, what is the issue with Zoom? DINI, Zoom isn't getting back to us. The student staff are really keen on Zoom and anti Hopin. DINI, we would like to use mailchimp from the info@rlpa.ca email. DINI would love to get the LEAD email delegated to the info email due to verification codes. This is easy to do and would help during LEAD. MEGHAN, no concerns on the Board end. DINI and TESS would only be the additional people to have access to the info@rlpa.ca account if this proposal was approved. Solely for the purpose of getting the mailchimp access code. MEGHAN will set this up for DINI today. DINI, the decision was made for all of the pro-staff for a meeting to be set up to explain how LEAD works and what their staff can expect. This also gets them signed up as moderators. DINI, NWACUHO funding was approved for LEAD. NOURAN, quick question, how do we handle members who are interested after the due date. DINI will chat with DILLON to open up registrations for this. DINI, we have around 133 attendees.

4. Communications Coordinator Position

DILLON, we have no current interest. No names put forward at this time. May be due to the time of the year. This position also, currently, ends at the AGM. MEGHAN, how have we handled this situation in the past with a position such as this? DILLON, in the past, if we don't have interest, we carry on and pass the responsibilities between the Board members. DILLON, not sure what the by-laws say. MEGHAN, it would be great to try pushing this again. Hard to lose our momentum, as this role has a lot of responsibilities. MEGHAN, maybe we can communicate out that an interested party could hopefully use these upcoming months to add to the strength of their nomination at the 2022 AGM. MEGHAN, DILLON can you draft up a continued call for this position?

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5. Corporate Sponsorship Position

DILLON, we do have an interest in this position. DILLON will send out the election information out ASAP with the potential of having this person elected and onboarding at the start of the new year. This is exciting news. DILLON is also aware that there are many of our current positions that are up for election at the AGM. DILLON will start to send out this info and position one-pagers very early in the new year.

6. Board Position Onboarding

MEGHAN, this agenda item will remain on future agenda as a standing item. DINI is offering support for ISABEL and NOURAN. As we get closer to AGM we can talk more about onboarding as well.

7. Committee Updates

DILLON, no new Master Planning updates. Looking at some focus groups and member engagement opportunities before the AGM and reporting at the AGM.

MEGHAN, the Anti-Racism and Reconciliation working group just met again. MEGHAN is really pleased with how this committee is starting. Group is very open and vulnerable and able to talk about things openly and honestly. Working on the terms of reference with the hopes of having this finalized in January. Current intention is to focus solely on the association to make sure this is manageable for the group.

8. Upcoming Coffee Chats

MEGHAN, we have a coffee chat tomorrow. MEGHAN will send out a survey to ask the Board about how the feeling is regarding the frequency. Love to hear some feedback about how folks want to move forward.

9. AGM 2022 Updates & Hosting

MEGHAN, had a chance to chat with Old's College. They are ready, excited, and prepared to host an in-person AGM, March 9-11th 2022. This allows us to not be in conflict with NWACUHO's conference the week before. MEGHAN chatted quickly about how an in-person structure for an AGM would look (Board meeting the day before, full day AGM, PD and Social the day after, and the last day could be roundtables, awards and final lunch). Emily from Old's will start working on a draft schedule. Old's does require full vaccination proof and/or proof of a negative rapid test. Board thoughts on how we feel what we should require in regard to COVID vaccine restrictions? By all means we can and will still offer a virtual option regardless. MEGHAN, we would like to send a 'Save-The Date' either this week or next week. Emily also wanted to include a short survey on that email, to assist in planning. Emily is putting together an in-person package for food / accommodations / etc. Emily will also have options that do

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not include accommodations. So far the prices are sounding very reasonable. Finding ways to keep costs down (ie. eating in the cafeteria). Is Emily going to send the save-the-date? TIM will reach out to Emily to begin working, together as the Secretary and the Host institution, for the AGM. Emily did mention that she would like support/thoughts for PD, and potential PD offerings. The Board will assist here. TIM, some PD that maybe isn't too heavy but not too light that it isn't a hook for members to come. DINI, as we have all been focusing on self-care for the past 20 months, maybe we shouldn't focus on this. MEGHAN, agree all. We need to find a balance here. If anyone has seen/heard any good presentations that would lend well here (in-person / virtual) please pass this along. As Old's has an agricultural focus, maybe a hybrid style event with fun member demos as well as an Old's rodeo demo with education to follow. MEGHAN, a question arose, can we celebrate the awards at a social event or the day after? Board agrees, that yes, whatever works/needed at the event.

10. NWACUHO 2022 Conference

TIM, wondering if folks have tried to sign up as RLPA members. It wasn't working for free as RLPA members. Wondering if anyone else had tried. NWACUHO confirmed happening March 1-3rd 2022.

11. 35 Anniversary Plans

MEGHAN will book a meeting with TIM to discuss this further and then a full meeting for the whole Board about this happening at the AGM or not.

12. Winter 2022 Board Meeting Dates

TIM, has sent out the dates to the Board for January, February, April and May. March's Board meeting will occur prior to the AGM.

13. Board Member Updates

TIM, everything is running smoothly and am very ready for the holidays. 35th Anniversary Survey was sent out to the Board and results gathered. Doodle Polls for January-May 2022 Board meeting sent out and results/meetings booked. Will begin to work with Emil from Old's in regards to the March 2022 AGM.

MEGHAN, things are going well. Busy time of year. Really enjoy being able to attend the LEAD meetings as well. What a wonderful LEAD committee. Rest of updates were covered in the meeting. Will reach out to the Anti-Racism and Reconciliation group for reoccurring meetings in 2022.

DINI, glad and agree about how amazing the LEAD team is. All is good right now. Thanks to the Board and MICHAEL for all of the support for LEAD and registrations.

MICHAEL, there was an error on the LEAD registration website. It has been fixed and reconciled. Have a few RA's to hire for January 2022.

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NOURAN, thankful for DINI for setting up the transition meetings with myself and ISABEL. Wrapping up this term and hiring student staff as well. Excited for working further with the Board.

Meeting adjourned at 2:25pm MST