

# Board Meeting Minutes



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## Residence Life Professional Association

RLPA October Board Meeting

Thursday, October 16, 2025 @ 1:00pm MST

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**1. In attendance:** SB, NC, AM, MK, RS, FT, CZ, PV

**2. Call to Order @ 1:06PM**

**3. Approval of Board Agenda**

a. 1st: AM

b. 2nd: CZ

**4. Approval of Past Board Minutes**

a. 1st: RS

b. 2nd: FT

**5. LEAD 2026 (AM)**

- a. Location: Gull Lake reached out for next year. We don't want to do Halloween weekend. Capilano reached out to LEAD email about hosting at Squamish campus. Recognizing that most of our institutions are from AB I am hesitant, and Christine will be our president, but wanted to bring it up.
- b. CZ: I have comments. Lots of BC institutions aren't coming, might be because of the state of affairs of economics. Previous LEAD people have left a roadmap of how to do this. Do we want to start going back and forth between BC and AB? Like I said this might be a bigger conversation for the FBM.
- c. AM: It's also the only year within the cycle that FBM and LEAD aren't in the same year.
- d. SB: You can host FBM outside of Alberta, just not AGM. My two cents. BC would be a nice place to host it. Considering financial constraints, would be nice to alternate. My hesitation is that Squamish is kind of in the middle of nowhere. Adds another layer. Logistically, I am hesitant. Needs to be a bigger conversation with the membership. We can add this as an agenda item and open this on the floor at the FBM.

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- e. AM: 2026 is just LEAD, not FBM during LEAD. Confirm location before we confirm dates. Do we not want to go to Gull Lake?
  - f. CZ: This is a big decision. Whoever takes on the LEAD chair will have a lot of work negotiating pricing and finding new locations.
  - g. AM: Host LEAD at Gull Lake and host FBM in BC maybe? FBM could be a virtual piece?
  - h. SB: This is a Francis piece, we've been having these conversations.
  - i. CZ: We've had interest, we want to show off our new building!
  - j. SB: We'll say yes for Gull Lake for next year, no to Halloween for next year. First week of November or the weekend before Halloween?
  - k. AM: We can check when the retreat centre is available.
  - l. SB: Do we want to keep October or move to November?
  - m. RS: I think the October dates – October is so midterm heavy. That's a difficulty and a barrier. I wonder if November is a better time for student-staff. Outdoor activities might be harder to coordinate but I might be leaning towards November dates.
  - n. SB: Similar sense at MRU as well. Maybe we can ask Elena if she has availability.
  - o. AM: People asked if it could be earlier. There's no winning, is what I'm hearing. Having a couple dates in mind for FBM, and then get back to Elena and see what that looks like.
  - p. AM: What if LEAD didn't happen in the Fall semester? If LEAD were to happen in the Winter semester...
  - q. SB: Great question. I think fall is a good time because the Board has been a Board for a couple months.
  - r. RS: I think if it were to be in January it would be a good way to milk the professional development.
  - s. CZ: I think it's creative. I would argue that it might not be the right month because it would be cold. But, maybe we should think about this for the next couple of weeks and talk about this with the membership. We should make this decision pretty quickly.
  - t. AM: We didn't let Elena know until after FBM anyways, so it wouldn't be unheard of.

## 6. Mid-Atlantic Association of College & University Housing Officers' (MACUHO) (AM)

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- a. Someone from MACUHO reached out because they have a conference. They have an opportunity for our Best in the West to present virtually at their conference. It's another opportunity for PD. What are people's thoughts?
- b. SB: I think that's a great idea. I think that would be great for our student-staff. It adds another incentive to win that Best in the West trophy.
- c. SM: I'll respond and say this sounds amazing, what do we need to do? And get a logo to add it to the Best in the West prize.
- d. AP: Is there anything we can offer? As a show of good will
- e. SB: A coffee chat? List Serv, mentorship program, there's a lot of capacity. Their date is Oct 11 so the date may have passed?
- f. AM: I think it's for the conference for the Spring semester which is the Jan-April semester for them so 2026 Spotlight Series. Chrstine could organize a presentation that they could present at LEAD 2026.
- g. SB: Thinking out loud here, if they have flexibility and we do, that would be a great collaboration.

## 7. NWACUHO (AP)

- a. Conference Rates
- b. I attended a board meeting in Seattle. Conference details are live! Highly encourage you not to register yet, there's a discount for Canadian members that will be shared next week. Affiliation with ACUHO-I website. Share all the regional associations. The RLPA.
- c. Canadian member running for a board member position.
- d. Affiliation agreement, still eligible for the membership rate.
- e. Board's advice for the FBM on behalf of NWACUHO
  - i. Conference, program proposals, anything else to highlight?
    - 1. SB: coffee chat, affiliation agreement
- f. SB: They often omit thinking about us, so uphill battle I'll keep fighting.
- g. AP: Email finalized, November 14 @ 10am MT, open to discussion for topics, Thank you for suggestions. Anything else?

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- h. NC: Possible protocol for food or airborne allergies in dorms?
- i. AP: Great opportunity to discuss that. Comms plan to promote this to RLPA and NWACUHO down the line, sit down with Rita and Svati. I'd like to write thank you cards.

## **8. CoP (AP)**

- a. Thinking about a topic, after FBM pushing about collab with Laura Hof and Derek Warren with Western Uni. Hoping to reach out to the Caucus if folks used the discount code. They said yes once so I'm hoping to ask every year. Think about who would be a great successor to chair CoP. There is a showcase at FBM/LEAD.

### **b. Anti-racism working group (SB)**

- i. Ty is no longer interested. Nadine was interested? Ty would answer any questions, I can facilitate that initial conversation. FBM would be a great place to soft launch that. We can put that in the newsletter. Are you still interested?
- ii. NC: Yes I am
- iii. SB: Yay!
- iv. NC: More than glad to help!

## **9. FBM updates + Board member reports (SB)**

- a. FBM is happening and on track. Projector and fancy tech from MRU. Speakers are confirmed. Board presents a report.
- b. AP: How many folks are signed up?
- c. AB: eight people for the actual FBM. But we did say people could attend either. We did say people could attend either one so I think we'll have either one.

## **10. Gift cards for RLPA x NWACUHO coffee chat (SB)**

- a. SB: NWACUHO will provide 2 \$25 USD gift cards. Are we happy with giving out raffle of two \$25 as well?

## **11. Logo change (SB)**

- a. Rita has a newer logo of the RLPA. Just a thought. Do we want to think about a logo change of the RLPA as a whole? That's the newer logo that Rita has been using. We should put it to a vote so the membership has a say.

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- b. AP: I don't know if the full name needs to be in the name of the logo, just a suggestion.
- c. SB: Any other thoughts?
- d. RS: Does it need a Canadian touch? A maple leaf?
- e. AM: I agree with Rita. I'd caution against the map, as institutions join or fall off.
- f. SB: I agree, a maple leaf or blue jay. We can put it to a vote at FBM. Brand will have a refresh.

## 12. AGM 2026 (SB)

- a. It's at MRU. Putting together a committee. AGM callout at FBM so we can put that together, PD, sessions. Awards and all star members join us for AGM this year. Start thinking about this in the next few months. Send people my way, think about social activities. Expression of interest for committees I will share when I have it.

## 13. Treasurer role interim plan (SB)

- a. No nominations so far. It will be an FBM thing. Someone for the Uni of Lethbridge reached out. In the interim, Francis and I will divide the responsibilities. We will get our books in order. We will get everything down in the spreadsheet. Questions can be directed to Frances and myself. That's the interim plan. Nadine, the money from Ducan came through!

## 14. Board Member Updates

- a. AM: LEAD is happening in a couple days or something. Other than that, my partner is finishing school and I'm so excited. It's been busy. Killing it.
- b. FT: Doing some hiring. Have some vacant spots on my team. Getting ready for LEAD.
- c. RS: Not too much, I decided not to hire for my vacant spots. Guessing the student leaders based off baby photos. Engaged over the summer, so doing some wedding planning!!
- d. NC: Getting ready for LEAD. We are missing open house. We've started Winter applications. My birthday is in less than 2 months! Might go to Jamaica.
- e. AP: There's a ding-dong-ditch with tortillas left on door handles. Trip to Vancouver and Victoria in November.

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- f. CZ: New building opening in January, I'm 3% ready for it. Asking questions. New housing director, getting used to that. 2 folks I'm bringing to LEAD are super excited. I'm looking forward to LEAD.

## 15. Motion so to adjourn

- a. 1st: AM
- b. 2nd: FT