

# Board Meeting Minutes



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## Residence Life Professional Association

February Board Meeting

Thursday, February 9<sup>th</sup>, 2023 1:30pm MST

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### 1. Approval of Board Agenda

NATHAN asks for a motion to approve the agenda, MEGHAN motions to approve the agenda. SHAUNAK seconds the motion. The agenda is approved.

### 2. Approval of Past Board Minutes

NATHAN asks for motion to approve the minutes from January 17<sup>th</sup> 2023, BRIANNA motions to approve those minutes. COLE seconds the motion. The Board minutes from January 17<sup>th</sup> 2023 are approved.

### 3. LEAD 2023

BRIANNA connected with the folks at Gull Lake, secured tentative booking for October 20<sup>th</sup> 2023 to October 22<sup>nd</sup> 2023. Question: can we, as the RLPA still provide our own insurance so that we don't have to incur extra insurance costs from Gull Lake? EMILY, I have a copy of the RLPA Insurance doc and will send it to BRIANNA & SHAUNAK to get to Gull Lake. They may have some renovations happening so that the Retreat Centre will not be usable at that time in October.

### 4. NWACUHO 2023 Update

TESS, our annual conference is happening! So excited. Things are good and the NWACUHO team is ready to go. A lot of interesting programs will be happening. A lot of opportunities for RLPA folks to connect. TESS, my term is coming to an end as the Canadian Director. Want to say it has been a great pleasure working with the RLPA Board. New Canadian Director has been approved. This name will be published very soon and added into our meetings.

### 5. AGM 2023

#### a. Agenda

NATHAN, all info and docs have been sent out. No members have reached out for adjustments to the agenda. So far 23 confirmed registrants with some additional guests for just the 35<sup>th</sup> (previous members).

#### b. Board Reporting Structure

NATHAN sent the template out to all Board members so that we have speaking notes when it is your turn to speak. Please send your speaking notes to TIM so he can add them into the Annual General Meeting Minutes.

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## c. Board Positions up for Nominations

MEGHAN, we have three positions that are up for nominations and elections (President-Elect – 3 year term, Secretary – 2 year term, and Corporate Sponsorship Director – 2 year term). No advanced nominations as of yet.

## d. Committee Activity

MEGHAN, will be an informal discussion provided by the committee members. Mostly key priority questions for the members in attendance. Guessing about 30-45 minutes. TYRON, there may be a 'part' 2 to this activity a few months down the line with the membership to keep them apprised of committee activity.

## e. Adding Sponsorship Logos

COLE, our sponsor 'Ducan Industries' will be in attendance at the 35<sup>th</sup> Anniversary Celebration. I have the logo. Can we put it everywhere? They will also have some swag items that our members could have. Thoughts? TIM, yes it will be on the name placards, hanging name tags, on the slideshow...it can be mentioned during Board reports and at the 35<sup>th</sup>.

## f. Other

NATHAN, any thoughts for us to livestream? TIM, it is on a Sunday. Not sure on the uptick? MEGHAN, it is always good to provide it. Others agree. NATHAN, let's go for it. It's good practice and keeps us consistent and available for all.

NATHAN, should we, as a Board, meet together for lunch and a quick run through prior to the AGM? All agree. We will meet at 11:00am at Aurora Hall at the University of Calgary. TY, I have some options for catered lunch and will put an order in.

## 6. 35<sup>th</sup> Anniversary Celebration

### a. Next Steps and action items

TIM discussed all things that will occur that evening (speeches, slideshow, awards, group pics and maybe some trivia). We have a good deal of previous members, past-presidents as well as lifetime members that will be in attendance. Very exciting. NATHAN To MC the event.

### b. Adding Sponsorship logos

TIM, done as above.

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## 7. Committees Update

MEGHAN, just had a February committee meeting. We have three new members. Prepared for the activity at the AGM. Looking for a Chair and Vice-Chair of this committee. Will share updates at the AGM.

## 8. Member Feedback

TIM, as per communications, discussions and meetings with SHO's from across the membership, overall feedback about the RLPA is positive. No major criticism. A lot of folks still find value in the online forum to retain previous questions and answers. PARUL, this can be adjusted to put previous questions back up. TIM, only other feedback was to always add the RLPA website link at the bottom of all outgoing communication from the Board. This is easily done. All agree.

MEGHAN, it might be worth discussion at Board meetings after the AGM if it would be worthwhile to add a feedback tool on the website? Maybe a short survey can be sent out after the AGM in regard to attendees experience at the AGM and any further RLPA thoughts. Agreed.

## 9. Annual Society Return for 2022

TIM, just reminding NATHAN to complete this return by the end of March. Any documentation needed, please reach out to myself, EMILY and MEGHAN.

## 10. Budget 2023-24

### a. Call for auditors at the AGM

TIM, just a reminder for EMILY to call for auditors at the AGM of the RLPA financial statement and transactions as well as ask for motions for approval of the proposed budget docs at the AGM. EMILY, thank you.

## 11. Board Member Updates

NATHAN, going into student staff hiring. Also going into union bargaining. Doing some conduct on the side for the institution. Last Board meeting right now. TY will do great!! Have appreciated this past year!!

MEGHAN, Max is doing great 😊 Excited to come to the AGM /35<sup>th</sup>! Hoping for great nominations at the AGM.

TY, busy at the UofC. Going into a hiring period right now. Just got tickets to BEYONCE in July. Super excited to transition into the President role. Will be booking one-on-ones with the Board after the AGM as well as pump back up Coffee Chats and roundtable discussions. Will reach out to professionals to assist in training.

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TIM, all is well at RDP. Proposing a new Residence build to be open in 5-7 years. Staff hiring happening as well. My last Board meeting as well. Was great to be back in the mix. Thank you for everyone's patience.

COLE, hiring season and challenges. Looking to get caught up and have a vacation. Prepping for the next Corporate Sponsorship Director.

EMILY, interesting times. Finalizing the budget report and getting ready to present at the AGM. Looking forward to seeing everyone. Will be at NWACUHO's Annual Conference.

BRIANNA, UofL beginning hiring season in March. Excited to see everyone and have fun at NWACUHO next week.

SHAUNAK, busy at Augustana. Rob and SHAUNAK are busy as operations have merged. Hiring decisions happening today. Excited for the NWACUHO for the first time.

PARUL, things are going well. Have two great cats. Still working on a re-vamp of the website. Looking for the Facebook password? MEGHAN will look for it.

Meeting Adjourned at 1:50pm