

Board Meeting Agenda



Residence Life Professional Association

September RLPA Board Meeting

Friday, September 29th, 2023 10:00am MST

1. Approval of Board Agenda

- a. Call to order 10:02AM MST
- b. Agenda Approval: motion made NR, second BR, no descent

2. Approval of Past Board Minutes

- a. Minutes approval: motion made by EL. second NR, no descent

3. LEAD 2023 - BR + SM

- a. Months in the works, insurance was a pain to get figured out for Gull Lake to be added to policy for conference. As of yesterday, it is clear to go
- b. Reg closes Saturday, Sept 30
 - i. Sitting at 81 participants, not including U of C or U of R or UBCO OR SFU
 - ii. minimum was 80, max is 100, in perfect sweet spot; can adjust number if not reaching 100 max
- c. Shaunak secured Craig Whitton, confirmed logistics, flights booked
 - i. He will give spiel on journey with mental health,
- d. Swag getting done, lanyards with buttons for different participation patches, and surprise swag item
- e. Jon Diaz and Tienna Chang helping out
- f. Working on Case Study and Evaluation forms, should be ready next week, everything is coming in and things are falling into place
- g. There is a hiccup with credit card payments
 - i. How possible is it to do so without credit cards? Very hard with some institutions
- h. Where to put in Inclusion and Belonging statements? In with info package from Gull Lake? Yes

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- i. TT: For Student Staff Roundtables, opportunity for staff to engage and hype up LEAD; do we have capacity for this right now? Interest?
 - i. BR thinks could be enticing and feasible, sending out attendee guide soon before LEAD. Could open it up as a potential in this as a preLEAD roundtable for interested student staff
 - ii. SM for first one, should have a board member facilitator; for ones during LEAD itself, student staff volunteers to run it
 - 1. SM volunteers to facilitate, TT also happy to help out with Zoom reg page and whatnot

4. NWACUHO Updates - LC

- a. Here is my report for tomorrow's meeting:
- b. I am currently contacting other institutions in Alberta, BC and the territories that are not a part of NWACUHO. Hoping to make more connections with smaller institutions. I am happy to send them to the RLPA if they aren't already a member.
- c. If there are any institutions that you know of that I should be reaching out to or have a specific contact let me know and I will happily chat about the RLPA with them as well.
- d. The board is meeting again in-person mid-October to finalize conference details. I am in Portugal during that board meeting but I am still reviewing the minutes so I will pass along any updates at our next meeting!
- e. Our DEI Director has stepped down and she is already very missed! If you or anyone you know is interested in the DEI position please reach out to myself so I can give you more details on our election process.
- f. Super random question for U of A folks, does Housing really charge \$25 a minute for cleaning fees when residents move out?
 - i. CG: No, lol

5. Committees Update - TT

- a. Not much happening right now
- b. Anti Racism and Reconciliation working group lost a good amount of members, doing another callout soon to start to rebuild
- c. Registered for Anti-Racism Response Training

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- i. Should be ready for end of October, can facilitate it at FBM

6. STARS College

- a. No uptake from the email going out, deadline has come and gone
- b. Letter of Recommendation from pro staff was barrier for some student staff
 - i. perhaps in future, just ask for supervisor email to give go ahead, instead of full letter
 - ii. Similar place financially as last year, but might not hurt to hold on to this as buffer, instead of shifting it somewhere specifically

7. Bylaw Changes Proposal: Final Draft - CG

- a. Bylaw changes are getting ready for sending to membership early next week
- b. Do we want to change how we advertise, and advertise for more than western canada, as the bylaws allow us?
 - i. CG: Leans towards leaving the bylaws as they are to allow for odd cases where folks reach out to us so we can be flexible, but leave forward facing advertising to western canada.
 - ii. Agreement to leave how they are, so that groups can join if they want but we do not make promises we cannot keep by advertising to groups outside western canada

8. FBM 2023 - NR

- a. Just need to get website going, and should be good to launch!
 - i. Waiting on the form for the program proposals to be ready, then ready to launch
 - ii. doing separate callout for program proposals via email, to ensure we can send everything out far enough in advance that people can book flights and such
 - 1. No descent
 - iii. Just need the costs to set up the payment
- b. Planning to potentially run the Anti-Racism training at FBM, Nouran is in Vancouver area
 - i. If Ty not running, need to know to reach out to Nouran
- c. Finalizing with Tracy for keynote on Friday

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- d. Board arrive on Wednesday to have quick board meeting to prepare
 - e. Indigenous Elder to give welcoming at start, SFU has new facilities to show off, optional dinner/outing at participant own cost
 - f. RLPA has worked with SFU to extend hotel bookings if people wanna stick around for the weekend
 - g. working on Swag on Nathan's end to get to participants as they arrive
 - h. TT working with Nouran as to who to present

9. Scarf Update?

- a. Object permanence, hidden in a box and pushed back in priority
- b. Considering checking the box as luggage, bringing to FBM to give to anyone who was present at AGM

10. October Board Meetings - CG

- a. Do we want a second October Board meeting after LEAD before FBM, as a touchbase to see what needs to be done, or leave for the touchbase Wednesday before FBM?
 - i. BR: Shouldn't need too much of main october meeting
- b. Book 30 minute touchbase post LEAD to focus on FBM prep

11. Board Member Updates

- a. NR: Very busy at SFU, but semester seems to finally be settling in. Hiring 4th final Overnight Resident Assistant position, and some exciting things on the horizon coming soon. For RLPA, trying to make sure FBM goes off without hitch; mindful of vacant positions, callout next week for them. Election at FBM as well
- b. SM: Things at Augustana are ALSO busy. Covering for Rob who is vacating. LEAD taking up lots of time as well, had to ask for some OT hours to get everything done, but it is all very exciting! Very hype, hopefully all turns out well and no major things to take care of last second.
- c. EL: Similarly, things are busy at U of A north campus. Portfolio is new and with that comes figuring out how to balance it, new issues are fun challenges. Shoutout to Brianna for picking up slack on things fallen behind on. Scarves are weight, trying to figure out for a long time. Continuing to reimburse things for LEAD, paying for Craig's flights, all the LEAD and FBM expenses, etc.

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- d. BR: Thanks Emily for shoutout! Thank you Emily and Shaunak for work going into things. September is chaos, so hard work is appreciated. While removed from ResLife, in touch with RLC team at ULeith, the new ones seem really cool, one coming to LEAD this year which is fun. Focusing on LEAD mostly right now!
 - e. CG: Started up on Masters and new position as Academic in Residence at U of A. Masters is a lot of work, goes very fast. For secretary stuff, a little behind on stuff but got meetings scheduled! Working on formatting and getting new bylaws rollin' to send to membership next week!
 - f. TT: Pres role, not a lot happening right now, doing callout for new members for working group. Drowning in work at U of C, most of pro staff team is new and not onboarded yet, lacking leadership in department. Masters is a lot, school is busy

12. Adjourn: NR, second, BR