**CALS General Board Meeting**

**March 5, 2025 | Zoom | 12:00 pm to 2:00 pm CT/1:00 pm to 3:00 pm ET**

- Draft For Approval -

Present: Fenton, Dan, Kim (KL), Dawn, Rich, Colleen, Audrey, Giana, Christine, Rebecca, Simon

Regrets: Shin, Monir, and Kyle

Notetaker: KL

1. Welcome, Call to order, Land and caretaker acknowledgements, Pronouns – Fenton
   1. Quorum (10 present+1 non voting/10 needed)
2. October 2024 Minutes - Fenton
   1. Move to accept: Audrey/Giana, Vote: Unanimous
3. Finance – Dan
   1. Re: bank account
      1. We can send and receive e-transfers
      2. Accounting audit, no anomalies
         1. Might need to pay back taxes, we’ve only recently surpassed the threshold
      3. Dawn – happy e-transfers is an option
      4. Digital double signing authority
      5. Statement of financial position presented, in good order
         1. Working to account for growth, catching up on back-fees owed, no revenue from membership this fiscal, royalties
         2. Need discussion on how to use Taylor and Francis and royalties
            1. Dawn – editor honourarium ($8k), royalties might be cut
         3. Gaining a better picture of regular expenses for a full-fiscal
            1. Accounting fees may be lower next year given the need to catch up on past years
            2. Dan gives summary of recent transactions
   2. Regular membership
      1. A review of other leisure association fee structures for comparison
      2. A review of proposed options for 96 members, 75 student members
      3. Motion: I move to increase CALS membership fees to $150 for a three year membership, beginning with registration at CCLR 2026
         1. Discussion:
            1. Audrey – in agreement, acknowledge committee’s labour
            2. Dan – good starting point and we can have subsequent increases

Colleen – Do we have to wait another 3 years for an increase?

Dan – yes, would need to wait for the next cycle

Rich – the increase is low

Colleen – increase to $200 now rather than incrementally increase later, $150 is low for 3 years

Dawn – implement a cyclical review of membership fees

Fenton defers to Dan

Dan – every little bit helps, we need to get a fuller sense of accounting over the full year

Kim- supports hike with Colleen, Rebecca, and Simon

Rich – membership will be understanding of the need to reduce/eliminate deficit by increasing membership fees

* + - 1. Revised motion following discussion motion: I move to increase CALS membership fees to $200 a three-year membership, beginning with registration at CCLR 2026 (Audrey/Dawn)
         1. Vote: unanimous, in favour
         2. Fenton to be in touch with Aggie to relay updated decision
      2. Motion: I move to increase CALS membership fees to $75 for 3 years starting with registration at 2026 CCLR – move Audrey/second Colleen
         1. Context: Dan, currently $30 for 3 years
         2. Discussion:

Christine and Giana – in favour

Christine – new initiatives will add the value of membership

* + - * 1. Vote: unanimous, passed
        2. Fenton – to communicate to Aggie.
        3. Dawn and Dan – discuss the importance of e-transfers particularly for membership and registration fees
        4. Fenton - Need to consider cost of e-transfers and cheques, Fenton and Dan will use their work emails for signing authority
        5. Kim – Agree work email is the way to go, more risk with transferring credentials

1. Break (5 minutes)
2. President’s report - Fenton
   1. Meeting with L/L editor (Rebecca)
   2. Facilitating CCLR planning committee with Kim
      1. challenges with hosting at a college including unable to receive and spend money
   3. Meetings with Dan
      1. Registering for congress as non-members, Maggie and Mahsa now appraised
      2. E-transfers save us from establishing a payment portal, avoiding insurance and other complications with hosting payment on our CALS website
   4. Communications committee, Rich to discuss website
      1. Discuss content and work needed
   5. Supporting the student group with writing working sessions
      1. Shout out to students for organizing, Audrey also presented
      2. Breadth of grad students in attendance
   6. Connecting with awards committee
      1. Working to clarify the types of contributions made to CALS, CCLR etc., to be added to awards criteria
3. CALS Website – Fenton
   1. In 2024 at our May retreat, motion was passed to hire an RA to increase website functionality ($14k). A few challenges. The student must be supervised and have a departmental home, which might be tricky given our scope of knowledge. Some alternatives:
      1. MITACS, business initiative grant. However computer science faculty were not comfortable supervising a student to support the work.
      2. A private organization who supports web development has benefits, can make website adjustments as needed.
      3. Made a work requisition/statement of work:
         1. Update the front/public facing website
         2. For sustainability of the website, train board members on basic use of the website (to upload materials to the member portal, update front facing materials)
         3. quarterly content updates
      4. Discussion:
         1. Audrey – Coop student? Fenton - Supervision remains an issue.
         2. Rich – No issue with statement of work. What do we want our website to do? Need a strategy to engage membership. $14k is a lot for what the website currently does. Colleagues don’t have the capacity to commit themselves to extensive content creation.
         3. Dan – Agree with Rich. The need to engage in current work and online is overwhelming for many.
         4. Fenton – Need a place to store documents. Need board members portal.
         5. Rich – Doesn’t have to be through the website. Example, google workspace. Hire someone to offer options for this backend work.
         6. Fenton – management done by current present.
         7. Rich – Fine to do it on a local server like google workspace, one drive. Might be too busy to incorporate it into website.
         8. Fenton – maybe we create a board sync account and one way communication. Rich – would be good to coincide with CCLR.
            1. Need to replace the listserv, but will come later
            2. Can we mobilize energy at CCLR to create content for website.
         9. Re: one-way communication:
            1. Giana – we have insta account
            2. Colleen – how to gauge members’ needs
            3. Simon – needs survey?
            4. Fenton – for communication committee to deliberate further
            5. Colleen – communication committee will advance this discussion and consider how to best relay info to members
            6. Kim – caution with membership survey, the board will be responsible for meeting lofty requests. Might not be the best use of time and energy. Perhaps we consider landing page with links to conference and other items that change yearly with a sharepoint or document hosting platform. Low energy, low cost solution.
            7. Rich – replace listserve and membership management we will need to be prioritize what’s needed. Training and shared knowledge about how to update it is needed for self-governance.
            8. Fenton summarizes: training on updating website, process for content cycle for each subcommittee, and how do we use CCLR as a launching point for website.
            9. Rich – point person needs to be a web developer. What is of value to membership?
            10. Fenton – Small and slow (i.e., award winners). Sounds like we still need a point person. **Action: will review RFP.**

**Action for all: subcommittees – pls send Fenton criteria for website updating cycles.**

Share, what do you need to post on the website and when?

At congress: What do you need to post on the website and when?

What does your subcommittee need for the website?

What kind of conversations do you need to have with folx at congress to understand what's needed (that's relevant to your sub-committee)?

What questions do you need to ask membership? In what format will you engage with delegates?

What can we spend as a board?

Audrey: **Action for Fenton: Two informed proposals on what’s needed for the website (membership and content updates) ->finance committee -> recommendation -> e-vote -> action!**

1. Next Board meeting: Monday, June 22, 2025 from 5 to 7 pm. Light dinner will be served. Who will be attending in person? (Approx. 8 people).
   1. Subcommittees to report at both next board meeting and GGM.
   2. What would you like to do with the one year remaining?
2. Leisure/Loisir (LL) Updates – Rebecca
   1. 50th Anniversary issue developing
   2. Gender and family special issue from CCLR coming out in Fall 2025
   3. Rebuilding society SI still under review
   4. 126 submissions, increase from 2023 (103)
      1. Increase from Canada, increase submissions form Turkey and US
      2. 43% acceptance rate
   5. TRO publishing presentation, LL to be added to emerging sources citation index for better visibility/searchability – policy change to have French language requirement met.
3. Motion to Adjourn (Dan/Simon).