Hi everyone,

In preparation for our board meeting, there is much to do, including drafting responses to reflection questions and reading over documents and providing feedback. This preparatory work is important so that everyone can have a voice and that our time together at the annual meeting is as efficient as possible (with the caveat that we will learn together at the annual meeting through collective conversation and further develop our ideas and actions).

The annual meeting will be loosely structured into thirds as follows (thanks Kim, for this idea!) (with a final and more detailed agenda sent ahead of our meeting time).

**CALS general board meeting, May 15 and 16th draft agenda**

**9 am to 4.30 each day, Central Time.**

**Hybrid format, hosted in Winnipeg, Manitoba**

**Zoom links and back up phone number below**

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| May 15 (9 am to noon)**Part 1.** Continuation from last meeting. A series of conversations regarding annual membership fees (and member benefits), website functionality, policy and procedure manual. Creation of motions and voting on next steps. |
| May 15 (1pm to 4.30pm)**Part 2.** Sub-committee reports and discussions. |
| May 16 (9am to noon)**Part 3.** Vision, mission, values. |
| May 16 (1pm to 4.30)**Closing**: Remaining discussion and motions. |
| Note: Our Annual General Meeting is scheduled for June 5th at 10am Central. Please make every effort to attend. |

I am structuring much of our time together at the meeting using a think, pair, share type of format. So, related to each of the meeting parts above, I am going to ask you to do the “thinking” ahead of time. Here are your instructions:

1. Download the attached policy and procedure documents (e.g., email voting procedures, procedure for electronic meetings, procedure for the editor of *Leisure/Loisir*, letters of support policy). In track changes, provide feedback and then save to your computer. At the meeting we will be live editing these documents in small groups. You will add your feedback then.
2. Please brainstorm answers to the following questions:
	1. What benefits do you get from your CALS membership currently?
	2. What benefits do you think members should be getting, but currently aren’t?
3. Subcommittee chairs: fill in the subcommittee report template (attached) and submit it to Fenton by May 8th, 2024. Each chair will get 10 minutes to present their report, but I need to know if you will need more time than this for discussion and input from the board.
4. Mission (our purpose, what we do, values) and Vision (aspirations for the future). On your own, brainstorm answers the following questions:
	1. Who does CALS currently serve?
	2. How are we functioning well?
	3. Who (organizations, individuals etc.) does CALS need to reach out to and serve?
	4. What do you envision CALS to look like in five years?
	5. Please create feedback on the following KM statement, drafted by Dr. Felice Yuen: CALS acknowledges and values the importance of knowledge transfer and mobilization. We recognize and encourage the dissemination of knowledge outside traditional academic venues (i.e., publications in professional magazines, creation of workshops and training modules based on research findings, documentaries, screenplays) that promote accessibility to research for individuals and communities outside academia.

The annual board meeting will take place over two very energy intensive days. Please make space to prepare ahead of time and, for our scheduled time together, be prepared so that you are ready to engage. For anyone who would has changed their mind and would rather attend in person than via zoom, the board will reimburse you.

**Back up telephone number, Fenton’s cell:**

431.998.3910

**Zoom Links.**

**Day One.**

Fenton Litwiller (they/them) is inviting you to a scheduled Zoom meeting.

Topic: CALS board meeting Day One.

Time: May 15, 2024 09:00 AM Winnipeg

Join Zoom Meeting

https://umanitoba.zoom.us/j/63050312822?pwd=a3dCcWpWWVJVbTl3UkZVV3l3SVhvQT09

Meeting ID: 630 5031 2822

Passcode: 473535

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One tap mobile

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+14388097799,,63050312822#,,,,\*473535# Canada

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Dial by your location

• +1 204 272 7920 Canada

• +1 438 809 7799 Canada

• +1 587 328 1099 Canada

• +1 613 209 3054 Canada

• +1 647 374 4685 Canada

• +1 647 558 0588 Canada

• +1 778 907 2071 Canada

• 855 703 8985 Canada Toll-free

Meeting ID: 630 5031 2822

Passcode: 473535

Find your local number: https://umanitoba.zoom.us/u/gS7sC76gW

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Join by SIP

• 63050312822@zmca.us

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Join by H.323

• 69.174.57.160 (Canada Toronto)

• 65.39.152.160 (Canada Vancouver)

Meeting ID: 630 5031 2822

Passcode: 473535

**Zoom Link**

**Day Two.**

Fenton Litwiller (they/them) is inviting you to a scheduled Zoom meeting.

Topic: CALS board meeting. Day Two.

Time: May 16, 2024 09:00 AM Winnipeg

Join Zoom Meeting

https://umanitoba.zoom.us/j/69548200727?pwd=UmVXMkpIQTBjVkJoaG9VUmxQVmlpQT09

Meeting ID: 695 4820 0727

Passcode: 079265

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One tap mobile

+15873281099,,69548200727#,,,,\*079265# Canada

+16132093054,,69548200727#,,,,\*079265# Canada

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Dial by your location

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• +1 613 209 3054 Canada

• +1 647 374 4685 Canada

• +1 647 558 0588 Canada

• +1 778 907 2071 Canada

• +1 204 272 7920 Canada

• +1 438 809 7799 Canada

• 855 703 8985 Canada Toll-free

Meeting ID: 695 4820 0727

Passcode: 079265

Find your local number: https://umanitoba.zoom.us/u/gcTMxol5bV

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