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**Board Meeting Minutes**

**March 24, 2023**

**Virtual Zoom Meeting**

**Present:**

Dawn Trussell – President, Paul Heintzman – Vice President, Heather Mair – Past President, Luke Potwarka - Treasurer, Darla Fortune – Secretary, Christine Ausman - Graduate student representative, Rebecca Genoe - Ex-Officio, Barb Hamilton-Hinch, Dan Henhawk, Fenton Litwiller, Richard Norman

**Regrets:** Denis Auger, Devan McNeill, Kim Lopez, Pooneh Torabian

**Minutes**

1. **Welcome**
2. **Land Acknowledgement**
3. **Approval of agenda**

**Motion:** to approve the agenda

Moved by: Heather

Seconded by: Dan

Motion passed

1. **Approval of Minutes from December 2023**

**Motion:** to approve the meeting minutes from December 2023

Moved by: Luke

Seconded by: Richard

Motion passed

1. **Business Arising from the Minutes – none**
2. **Updates and reports**
3. **President Report (Dawn)**

Nothing to report at this time

1. **Financial Status & Activities (Luke)**

In his last Board meeting as treasurer, Luke presented the balance on accounts and investments and shared issues with tracking down CALS CRA business number for income tax filing purposes. He shared that he is in the process of preparing financial reports for the AGM. Luke and Dawn will be meeting to discuss the development of the operational budget for next fiscal year.

1. **Leisure/Loisir Report (Rebecca)**

Rebecca reported the following journal updates:

* There have been 27 Submissions to Leisure/Loisir so far in 2023
* Rebecca met with a group of leisure journal editors in February to talk about challenges and opportunities, including potential collaborations. There’s a potential podcast being developed and a survey was sent out to identify potential reviewers, which was very helpful
* Rebecca has been trying to tweet more regularly and encouraged Board members to retweet and like so we can get more downloads – our twitter downloads declined significantly last year
* Leisure/Loisir has sponsored one of the CALS student travel grants
* Rebecca will be leading a panel discussion with several Associate Editors to discuss the publishing process at CCLR

1. **CCLR 2023 (Paul)**

Paul provided an update on the keynote speakers for CCLR and confirmed that Dr. Susan Markham-Starr will be the Banquet speaker. Paul reported that the conference committee received 141 abstracts and they are estimating about 160 attendees. Accommodation information is now online and early bird rates for registration will be in effect until April 10, 2023.

1. **Awards and Grants Committee (Darla)**

Darla reported that the Awards Committee met and reviewed 19 applications for the Domestic CALS Graduate Student Conference Grant and 2 applications for the CALS International Graduate Student Conference Grant. With the additional funding provided by Leisure/Loisir, five students will be receiving Domestic CALS Graduate Student Conference Grant this year. Recipients include:

* Mohadeseh Mahmoudi
* Monir Shahzeidi
* Robyn Moran
* Victor Mawutor Agbo
* Cindy Wu

The recipient of the international CALS Graduate Student Conference Grant is Darrien Watson.

Darla reported that the Awards Committee, after recognizing the criteria for ranking grant applications seems to disadvantage MA students, are recommending that CALS designate at least one grant specifically for MA students. The committee is also recommending that CALS designate a grant for undergraduate students because they are currently ineligible to receive travel funding from CALS.

1. **Anti-Oppression Committee (Fenton)**

Fenton reported that planning for the 2REAL (2SLGBTQIA+, Race, Ethnicity, Anti-oppression and Leisure) CCLR pre-conference is underway and will involve 6 applicants and 2 mentors. They reported receiving some push back about the pre-conference with someone asking why it was necessary. The Board discussed ways to communicate CALS position about the need for closed spaces. Action items include:

* President’s message – Dawn will draft a message that articulates CALS position and the Anti-Oppression Committee will review the message.
* Interrupting harm protocol – The Anti-Oppression Committee will work with Richard and Paul to create an interrupting harm protocol in order to train people at the conference on how to manage any harmful comments during both small and large gatherings.

1. **Outreach Committee (Heather)**

Heather shared the Outreach Committee report that outlines the groups we have a MOU with and other groups we either have discussed or should consider formalizing a relationship with. Suggested principles for MOUs and other formal relationships were also outlined in the report.

Christine presented a proposal to create a Student Advisory Committee in order to strengthen the Board’s ability to engage with student members of CALS. The idea is for whoever gets elected as student representatives on the Board can take this and work with it. Board members noted some suggested edits. Christine will make these edits and present a final version at the next meeting.

1. **Communication Committee (Richard)**

Rich reported the Communication is considering what to do with the website and wondering how much time and money can CALS allot to this. We need to go to a different platform to do what we need to do. There is also the need to move to a bilingual representation of CCLR.

Also discussed here was land acknowledgements and whether the Board is responsible for this at CCLR.

Action item: Dan will work with Paul to put together a plan for the land acknowledgement at CCLR. Barb noted that the acknowledgement should recognize individuals who are Black and who are not settlers.

1. **New Business**
   1. **Nominations and Elections Process for 2023-2026 Board (Heather)**

Heather reported the following timeline for nominations and elections:

* March 27 – April 6 – Heather will reach out to Board members regarding their candidacy
* March 27 – April 14 – Heather will send out and manage three calls for nominations
* April 21- May 12 – There will be three weeks of voting
* May 15 – Heather will let candidates know the results by this date
  1. **CCLR 2026 – Review of Bids (Dawn)**

Paul will lead the process of reviewing bids for CCLR 2026 and review committee will consist of two members of CALS and one external reviewer

* 1. **CCLR – CALS Board Items for Discussion and Preparation (Dawn)**
     + **Travel Funds –** Dawn reviewed the travel policy and reminded the Board to use funds from their institution first before seeking reimbursement to attend CALS Board meetings at CCLR
     + **Awards recognition for the following years: 2018, 2019, 2020, 2021, 2022, 2023** – Plaques will be presented to all award winners since 2018
     + **Last Board Meeting (prior to conference)** – tentatively scheduled for Tuesday from 5-7pm
     + **Changeover Board Meeting (new idea)** – We discussed having a breakfast meeting on Friday morning for outgoing and incoming Board members
     + **CCLR 2023 Host Innovation Grant Application Review (Dawn)**

Motion: To approve host innovation grant application from the CCLR 2023 planning committee in the amount of $2,000. This motion was voted on previously be e-vote and the motion passed.

1. **Trail head Items -**

**a. Our ‘story’ (our version of the mission/vision/values) (Dan and Richard)** – Richard will connect with Dan about this and they will work together to formalize it.

**b. Making CCLR proceedings available online**

**c. Explore credit union rather than big bank**

**d. Create operating budget (Dawn and Luke)**

**e. UW alumni mass**

**f. Timing of CCLR**

**g. Student Advisory Committee (Christine)**

**Meeting adjourned**

**Next Meeting: CCLR 2023**