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**Board Meeting Minutes**

**May 18-19, 2022**

**University of Waterloo (BMH 1633)**

**Present (in person):**

Dawn Trussell – President, Paul Heintzman – Vice-President, Darla Fortune – Secretary, Heather Mair – Past President, Richard Norman, Rebecca Genoe - Ex-Officio, Christine Ausman – Student Representative, Dan Henhawk

**Present (via Zoom):**

Luke Potwarka – Treasurer, Devan McNeill – Student Representative, Barb Hamilton-Hinch, Fenton Litwiller, Kim Lopez, Pooneh Torabian

**Regrets:** Denis Auger

**Minutes**

**Day 1 – May 18, 2022**

1. Approval of agenda

**Motion:** to approve the agenda

Moved by: Dan

Seconded by: Fenton

Motion passed (unanimous)

1. Approval of minutes from last meeting (virtual meeting held on September 25, 2021)

**Motion:** to approve the meeting minutes from September 25, 2021

Moved by: Heather

Seconded by: Richard

Motion passed (unanimous)

1. President report
   * Dawn reported that she has attended three meetings with the Federation of Humanities and Social Sciences (FHSS) regarding the work they are doing on equity, diversity, inclusion, and decolonization (EDID).
   * The GMM is set for June 15th from 2-3pm EST
2. Treasurer report

As Treasurer, Luke shared the CALS year-end financial for the period of May 1, 2021 to April 30, 2022.

**Motion:** to accept the financial report

Moved by: Dan

Seconded by: Heather

Motion passed (unanimous)

The following amendments were requested to the financial report:

* + Separate membership fees from CCLR registration fees
  + Create an accounts payable line in the budget

**Action:** Luke will make amendments to the financial report before presenting it at the GMM

The presentation of the financial report prompted a discussion around banking. We are currently with CIBC but will explore going with a credit union rather than a big bank.

1. FHSS – EDID Presentation
   * The CALS Board was joined by the following FHSS staff members:
     + Gabriel Miller (President, CEO)
     + Camille Ferrer (Director, Communications and Member Engagement)
     + Dhanela Sivaparan (Senior Advisor, EDID)
   * The EDID presentation outlined several steps they are taking toward change, including:
     + creating a position dedicated to EDID
     + committing to remove barriers for BIPOC scholars and students
     + planning to organize a future congress on anti-racism and decolonization
   * In April 2021, the Congress Advisory Committee on Equity, Diversity, Inclusion, and Decolonization (ACEDID) released *Igniting Change: Final Report and Recommendations,* which is available on the FHSS website

**Action:** Dawn will inform CALS membership at the GMM about the presentation, who was there, what they shared, and the *Igniting Change* report

1. Leisure/Loisir report

Rebecca provided a report on Leisure/Loisir that contained the following highlights:

* Submissions to the journal have been increasing
  + 48 manuscripts received since January 1, 2022 compared to 20 submissions this time last year
* Special issues (Leisure and Anti-Racism, and Engaging Struggle) are progressing well and are expected to come out in early 2023
* There is an average of 48 days from submission to first decision
* The journal’s acceptance rate is 44%
* The journal is seeking reviewers and potential Associate Editors who may be able to review manuscripts in French as well as Associate Editors with a background in tourism, particularly from a post-positivist lens

**Motion:** to accept the Leisure/Loisir report

Moved by: Darla

Seconded by: Paul

Motion passed (unanimous)

**Day 2 – May 19, 2022**

1. CCLR 2023 Report

Paul provided an update on CCLR 2023, highlighting the following:

* + CCLR 2023 is scheduled for May 23 – 26, 2023 at the University of Ottawa
  + The theme for the conference is *A Half Century of Canadian Leisure Research: Toward a More Inclusive Future*
  + Call for abstracts is expected to go out In late summer/Fall 2022
  + In addition to keynote addresses and concurrent sessions, highlights of the conference include an Indigenous Experience Event and a visit to the National Gallery of Canada

1. Awards and Grants Committee

On behalf of the Awards and Grants Committee, Darla recommended the following award winners to the Board:

* CALS Emerging Scholar Award – Dr. Kyle Rich
* CALS Leisure Scholar Award – Dr. Colleen Hood
* Marion Miller Award – Talia Ritondo (Talia’s paper is titled: A critical examination of resistance and women’s experiences in postnatal team sport: “Didn’t you just have a kid?”)

**Motion:** to approve the recommended award winners

Moved by: Darla

Seconded by: Heather

Motion passed (unanimous)

Initial discussion took place related to the description of the Bryan Smale Award and the Legacy Awards (graduate student awards and connection grant). This discussion focused on how we should be considering EDID within the awards. With the exception of the Bryan Smale Award, we decided to not to move forward with approving award descriptions at this time.

**Motion:** to approve the description of the Bryan Smale Award

Moved by: Darla

Seconded by: Heather

Motion passed (unanimous)

**Action:** The Awards and Grants Committee will meet with the Anti-Oppression Committee and bring back a motion for the Board to consider with respect to awards. The aim is to launch the legacy awards in January 2023.

1. Anti-Oppression Committee

Fenton highlighted some key actions the Anti-Oppression Committee is working on, including:

* + - Examining the CCLR Call for Host bids and reviewing the adjudication call before it goes out in the Fall to ensure they reflect EDID principles
    - Reviewing and revising CALS policies and by-laws from a EDID perspective
    - Working to ensure anti-oppression is a priority for Board funds and awards
    - Considering how CALS should open Board meetings that is reflective of our values
    - Requesting one-time funding for someone to facilitate a Board discussion that will help us identify how our values and priorities will guide anti-oppression initiatives

**Actions:**

* Dawn and Luke will meet to create an operating budget and determine how to direct funds to anti-oppression work
* Heather will send Fenton CALS by-laws and travel policy

1. Outreach Committee

Heather discussed the need to make connections to other related Canadian associations (e.g., CTRA) and determine what our relationship should be

**Action:** The Outreach Committee will develop a strategy for connecting with other organizations and take it to the Board for consideration

During the discussion related to outreach, there was also some discussion regarding the creation of a student advisory committee

**Action:** Christine will draft a student engagement strategy to share with Devan and then with the Outreach Committee

1. Communication Committee

Richard discussed the need for a centralized system where all documents are housed. There was a discussion about archived material (specifically what we want to keep and where to keep it).

**Actions:**

* The Communications Committee will build a communication strategy for managing content
* The Communications Committee will work with Paul and the University of Ottawa to determine how to manage registration and payment and come back to the Board with a plan

1. Wrap up and what’s next

The next Board meeting will be scheduled for October 2022. This meeting will focus on updates and reports from the various committees in relation to the various action items.

**Additional Action (not previously captured in the minutes):** Dan and Richard will work on our ‘story’ (our version of the mission/vision/values) and share with the Board

Trail Head items:

* Switching bank to credit union
* Relationship to Federation/Congress
* Operating budget
* UW alumni mass
* Timing of CCLR
  + Regular conflict
  + Who do we want there?
* Student Advisory Committee