**Decisions and tasks related to the October 2023 CALS board meeting**

**Subcommittee Information**

The following subcommittees existed during the tenure of the previous board (2020-2023): Awards and Grants Committee, Communications Committee, Anti-Oppression Committee, and Outreach Committee.

An overview of the responsibilities, actions undertaken, and future tasks of these committees are as follows:

1. **Awards and Grants Committee** (The past president has typically chaired this role. In 2020 to 2023, Chair: Darla Fortune). Tasks: adjust award parameters, advertise upcoming awards on the CALS listserv, collect award applications, adjudicate awards, announce award winners, each member to sensitize to UC EDI document: <https://www.ucalgary.ca/live-uc-ucalgary-site/sites/default/files/teams/330/Pilot-EDI-Research-Teaching-Awards-Guide-Oct2021.pdf>)

Existing awards:

CALS Leisure Scholar

CALS Emerging Leisure Scholar Awards

Marion Miller: best graduate student paper

Bryan Smale Award for Outstanding Contributions to CALS

CALS connection grant

Domestic CALS Graduate Student Conference Grant

CALS International Graduate Student Conference Grant

Spearhead the creation of ad hoc committees (e.g., applications to host CCLR, Leisure/Loisir Editor search)

Future Tasks:

Related to the newly created CALS connection grant, discuss and bring to the board: what is a CALS supported event?

Create an EDI document to guide decision making (similar to the University of Calgary link above)

2. **Outreach Committee** (In 2020 to 2023, Chair: Heather Mair)

Created MOU’s with: Australian & New Zealand Association for Leisure Studies (ANZALS), Leisure Studies Association (LSA), The Academy of Leisure Sciences (TALS)

Hosted the first ever “Global Conversations” Panel with reps from ANZALS, LSA, TALS, WLO and China-International Leisure Research Association (CIRLA)

One person from the outreach committee is a member of the TALS Global Relevance committee. Note: Heather Mair is currently on this committee and will stay in this role until replace by a current board member. She is also participating in the Global Relevance Committee Panel (on issues of service in the academy) to be held during the 2024 TALS conference in New Orleans.

Future Tasks:

Build a thorough list of provincial, regional, national and international groups we want a more formal relationship with

Develop a set of principles for MOUs and partnerships

Create a new student advisory committee for graduate and undergraduate student (Also see minutes from AGM May 2023 for further priorities, actioned items, and future possibilities).

TALS Podcast, the leisure society. How can we contribute here?

Create a template for scholars to host Congress so that this is an easy task

3. **Anti-Oppression** **committee** (In 2020 to 2023, co-chairs: Barb Hamilton-Hinch, Dan Henhawk, Kim Lopez, Fenton Litwiller):

The bid form for CCLR now contains a recommendation for potential host committees to support the small businesses of Black people, Indigenous peoples, racialized people and 2SLGBTQ people whenever possible.

The Anti-O Committee and Awards Committee met to revise and align CALS award descriptions and processes to align with EDI principles

The inaugural 2REAL (2SLGBTQIA, race, ethnicity, anti-oppression and leisure) pre-conference took place at CCLR 2023 with 14 scholars (graduate students, early career scholars and mentors) in attendance

The Anti-O committee supported the development of a president’s statement to open CCLR as an open space for dialogue that denounces racism and transphobia

Kim Lopez created an ‘Interrupting harm’ protocol for moderators at CCLR

Future Tasks:

Support the membership in times of grief and acts of hate, social unrest (e.g. send note through listserv, create statements for website)

Federation of the social sciences and Humanities has EDID fund of $3000. Are there initiatives that can be supported by this fund?

<https://www.federationhss.ca/en/programs-policy/funding-awards/edid-initiatives-fund>

In off CCLR years, host a virtual gathering for 2REAL scholars (or host space at congress).

Create processes to foster safer spaces at meetings/retreats and make Anti O work restorative

Annually meet with EDI/Anti O committees of other leisure organizations (e.g., TALS/ANZALS)

Grow the committee to include one representative per Canadian university

Meet as a sub-committee at CCLR

Request from one member to consider changing the CALS logo as it is nationalist. Facilitate discussion within subcommittee and bring to full board

4. **Communications** (website, social media) (In 2020 to 2023, Chair: Richard Norman)

CALS has a new website ([canadianleisurestudies.ca](http://canadianleisurestudies.ca))

Future Tasks for the website include:

CALS Membership support (i.e., secure members section, add a link to member files because all minutes from meeting are supposed to be available to the membership)

Create a portal for conference registration, post awards and award winners, conference proceedings

Accept payment for membership

Integrate social media and communications

Archive for past conferences and additional resources

Missing a link to join the listserv: <https://lists.uwaterloo.ca/mailman/listinfo/cals>

Update board members, need board member headshots

Update CCLR 2026 at Vancouver Island, include information provided by the host committee

Provide information about membership

Be in English and French

Add mission/vision/statements

Add statement of CALS research support

5. The CALS board (2020 to 2023) suggested new committees:

1. **Financial Committee** to make decisions around investments, create an annual membership fee structure to be implemented in 2026 (the current fee structure is for three years and connected to attendance at CCLR. There is currently no mechanism for people who do not attend CCLR to be members), and consider the possibility of moving cash to a credit union.
2. **A Student Advisory Committee** related to the Outreach Committee at the request of graduate students.
3. **Climate Change and Sustainability committee**

**Other decisions to be made and tasks to be done**

1. Should we hire an RA website designer?

Should we hire a half RA to undertake the work on the website (Approx $14, 000 for 8 hours per week) who would be guided by the communications committee and their tasks listed above.

1. Given the current climate change crisis, should CALS meet in person in May?

One challenge with remote annual meetings related to CALS (which I have done, related to Covid travel restrictions) is that, even though all our board members have good intentions, engagement is low for a daylong meeting and in person meetings are really generative. However, 70% of the NWT’s population was evacuated this summer, related to climate change and drought conditions. Not attending would be also be a cost-saving measure. Low engagement can be remedied with dynamic facilitation and discussing the intention ahead of time.

1. Should we purchase nonprofit board member insurance, with costs approximately 750 per year?

Directors and Officers Insurance (also known as D&O Insurance) protects your organization and its board members from costs caused by legal liabilities. More details here:

https://www.ratehub.ca/insurance/business/non-profit-insurance

1. Should all board members be trained on finance for nonprofits (to be reimbursed by the board)?

Options:

Two-hour course for $99

<https://charityvillage.com/learning-centre/courses/budgeting-for-nonprofits/>

Leadership, finance and accounting. 40 hours for $1425

<https://www.cpacanada.ca/en/career-and-professional-development/webinars/core-areas/financial-and-non-financial-reporting/not-for-profit/not-for-profit-certificate-program?sc_camp=784A26D104F24C3DB945E25B0EE05643&gad=1&gclid=Cj0KCQjw9rSoBhCiARIsAFOipllYOdqHjZ_SC6C8uV1y_ME7Npmq9IhRQrsIeHMLhgjJaFCDcjpuHlcaAo6REALw_wcB>

George Brown College

36 hours, $275, online university course and structure (not sure if this is go at your own pace)

<https://coned.georgebrown.ca/courses-and-programs/financial-management-and-planning-for-non-profit-organizations-online>

Volunteer Manitoba

3 hours, $125

<https://www.volunteermanitoba.ca/training_and_events_details.php?back=list&id=239>

1. Feedback on draft statement of CALS research support.

Dr. Felice Yuen drafted a statement of CALS research support which is important for researchers to reference in grant proposal applications/annual reports/applications for promotion: 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.

1. If there is time, brainstorming around ‘our story’. Details to be shared at the meeting.