



The Canadian Public Relations
Society (Nova Scotia) Inc.

MINUTES
MEETING OF INTERIM BOARD OF DIRECTORS
CANADIAN PUBLIC RELATIONS SOCIETY-NS
SOUTH TOWER, NOVA CENTRE, HALIFAX, NS MARCH 4, 2020

Present: Chris Hansen, Chair; Mary Barker, Merle Emms, Amy Thurlow, Melissa Foshay, Len Canfield
Regrets: JoAnn Alberstat, Karen Stone

Welcome: Chris welcomed members and noted meeting being held in new office of Public Prosecution Service of Nova Scotia (PPSNS) in the Nova Centre

Agenda: Agenda reviewed/approved as distributed by Chair.

Approval of Minutes: It was moved (Merle) and second (Amy) that the minutes of the Special Meeting minutes of January 22, 2020 and the minutes of the February 12, 2020 Board meeting be approved; carried.

Business Arising:

1. ***NSCC Request:*** Chris advised of request from Nova Scotia Community College PR program students for contribution of \$500 in support of their annual Portfolio Night; given that this is a transition year for CPRS-NS, Mary moved and Amy seconded the motion to support Portfolio Night with \$250 sponsorship and a request CPRS-NS President be recognized and introduced during the evening; carried.
2. ***Registry of Joint Stock Companies:*** Chris provided update on her discussion with RJS and what is required to reinstate/register CPRS-NS, including providing list of Directors and home addresses and three sets of financial statements for 2017, 2018 and 2019. Chris will be listed as the Recognized Agent.
3. ***Financial Update-March 2020:*** Melissa provided and reviewed spreadsheet, including February expenses (minimal); \$500 transferred to GIC security for credit card; upcoming expense of \$286.35 for catering (Special Meeting Jan 22); and availability of statements on the G-Drive. It was moved (Mary) and second (Merle) that Chris be reimbursed \$145.97 for using her credit card to pay website and annual domain renewal fees; carried.
4. ***Communications-Website/Social Media:*** Chris advised JoAnn continues to work on website additions and provide social media support for PD events, etc.
5. ***Professional Development:*** Amy reported 17 registrations to date for the Terry Flynn presentation March 12 noon at the Halifax Marriott Harbourfront Hotel. In addition, he has agreed to meet with PR students at Mount Saint Vincent University in the morning. Amy advised National PR has offered to host CPRS-NS event at their Nova Centre office; one

option is CPRS-NS AGM and Amy will explore suitable date with National (May 13 later confirmed). Amy also advised of offer by MSVU Alumnae Office to host event with CPRS-NS.

6. **Member Consultation:** Chris provided update on consultation process with members regarding future of CPRS-NS, including discussion with Margaret Brigley of Narrative Research, Halifax on how Board members can most effectively proceed with the process. Development of an operation plan including email consultation tool and short questionnaire proposed; copies of draft consultation #2 distributed for comment. It is planned to have consultation results concluded/tabulated for discussion at April 1 Board meeting.
7. **Meeting Dates:** Next Board meeting April 1 at 1 pm, PPSNS, South Tower, Nova Centre.
8. **AGM Date/New Executive:** May 13 proposed (and later confirmed) for AGM. Members reminded of requirement for Nominating Committee to present a slate of Officers/Directors for 2020-2021, assuming results of member consultation confirm continuance of CPRS-NS.