



MINUTES

Monday, November 16, 2020 5 p.m.

Zoom

Present: JoAnn Alberstat, Mary Barker, Tiffany Chase, Kate Comeau, Merle Emms, Melissa Foshay, Chris Hansen, Karen Stone, Amy Thurlow, Sean Lewis, Annie Khalil

1) WELCOME

2) MINUTES: The minutes from the CPRS-NS Board Meeting held at on October 15 via Zoom were approved as distributed. Moved by Melissa, seconded by Karen.

3) AGENDA: No further items added.

4) FINANCIAL REPORT: Kate reported a balance of \$3,578 balance in the ScotiaBank account. There have been no expenses except a bank service charge. Kate connected with a representative from Investors' Group and is dealing with the paperwork to provide us access to the account. Kate asked about revenue coming in National through membership fees. Chris and Karen are of the understanding that National transfers those funds on a quarterly basis. Karen suggested if nothing is seen by January we should follow up with National.

Kate moved the acceptance of her report and Mary seconded the motion.

5) REGISTRY OF JOINT STOCKS: Chris has followed up with the Registry of Joint Stocks. But they do not yet have an answer as to the status of our reinstatement.

6) PROFESSIONAL DEVELOPMENT: Amy reported that a professional development session is being planned for November 25th on Zoom. Non-profit leaders will be talking about the challenges and opportunities amid a pandemic. Liz LeClair of the QEII Foundation, Dan Bedell of the Red Cross and Sara Napier of United Way will be panelists. Following their presentations and discussion there will be breakout rooms for virtual networking. The December 16th PD session will be a holiday social with a trivia game featured. The promotion for that will start once the November session has concluded. Members discussed the use of Eventbrite for event registration when we start charging for PD sessions again.

Amy moved the acceptance of her report and Mary seconded the motion.

7) COMMUNICATIONS: Melissa reported that the focus on the website, social media and in emails has been the promotion of PD events. There was also a reminder posted to social media about the upcoming deadline to apply for accreditation. Melissa and Kate both went to MSVU and NSCC (virtually) to talk to students about the benefits of CPRS membership. Questions arose about both student membership and student representation on the CPRS Board. Mary reminded the Board



that up until CPRS-NS was dissolved there were student representatives on the Board. Board members agreed there should be student reps on the board and each institution will be solicited. Karen moved that the Board should ask for one student representative each from MSVU and NSCC for this current year. Sean seconded the motion. Melissa will coordinate.

Members discussed the confusion surrounding student membership. The CPRS NS website and National website were both directing NSCC students to *Karlio* for registration – a platform no longer used by CPRS-NS. Both websites now direct students to contact Laura Mills, who will have to register students manually, until National's website is updated. All MSVU PR students are automatically registered for a Local Membership in their first year of studies (paid for by the Mount); in their fourth year of the program, the Mount pays for a National plus Local Membership for PR students. Further, there is a differential in benefit to being a student member locally or both locally and with National. It was discussed that some students may find the fee is cost prohibitive. For a local membership (NS) it costs \$20 for the full duration of a student's program. If students wanted to register for a National and Local membership, which would provide them with online access to National's PD sessions and other resources, it is an annual fee of \$79.

Kate will email Laura Mills at National to clarify just when student membership fees will be transferred to Nova Scotia.

Melissa will reach out to local students who are not hearing from National.

Melissa moved acceptance of her report. Merle seconded.

- 8) MEMBERSHIP/UPDATE FROM NATIONAL:** Chris advised that as of this date we have 28 members and 46 student members and that most non-student members are board members, life members and retired members.

This initiated a discussion led by Karen on membership and incorporating the latest information from National through Karen's position on CPRS's Governance Committee. Karen reported that:

- National is not publicizing the "in transition" fee category due to the financial burden for CPRS but it is there to offer to members who are financially strapped. In addition, National does offer discounts to multiple members from the same organization. Those with five to 10 members receive 10% off and those with 10-14 members 15% off.
- National is working on a 45-minute session on diversity and inclusion.
- Access to BaseCamp can be had for any local Board member. Let Karen know and she'll forward your contact information to National.
- National is working on a membership survey and a CPRS strategic plan. The focus for National is two-pronged -- membership and financial stability.



- National appears to favor the Council model as opposed to the Chapter model. With the Council model National provides administrative support and governance structure.
- National has advised that one NS member has embarked on the accreditation process but would not provide the name due to confidentiality reasons. (It was pointed out that local boards always used to get the list of eligible candidates to provide encouragement and support.)

Board members discussed the way National is dealing with these issues and support provided to local chapters. Also discussed was the necessity for CPRS to provide value for membership and to give focus to relevance, connection, and community at the local level. Thought leadership from National is desirable.

Karen will send around more detailed notes prior to our next board meeting.

- 9) Chris advised that Annie is stepping down from her role as Recording Secretary. She thanked Annie for her contribution and asked for any volunteers to step into that role.

10) NEXT MEETING DATE:

Tiffany asked that meetings always be held on the second Monday of the month. There were no objections. The next meeting will be held Monday, December 14 at 5:00 pm.

- 12) ADJOURNMENT:** JoAnn moved the meeting be adjourned. The meeting was adjourned at 6 p.m.