

MINUTES

Monday, December 14, 2020, 5 p.m.
Zoom

Present: JoAnn Alberstat, Tiffany Chase, Merle Emms, Melissa Foshay, Chris Hansen (President), Amy Thurlow, Sean Lewis

Regrets: Mary Barker, Kate Comeau, Karen Stone

1. WELCOME

2. MINUTES: The minutes from the CPRS-NS Board Meeting held on Monday, November 16, 2020 were distributed ahead of today's meeting.

Motion to accept the minutes *moved* by Sean Lewis and *seconded* by Amy Thurlow.

3. AGENDA: No further items were added to today's agenda.

4. FINANCIAL REPORT/INVESTOR'S GROUP: Chris Hansen spoke to the financial report, as filed by email at 1:48 this afternoon by Kate Comeau. Kate's report indicates as follows:

- No expenses aside from account fees or deposits since our last meeting.
- Kate noted she had followed up with Laura Mills at CPRS who said that MSVU had not paid its invoices. Amy tracked down (an error in sending) the MSVU invoice; funds will likely be received by CPRS NS in January 2021.
- Kate had followed up with Investors Group and has not heard back; she will keep following up weekly.
- Scotiabank statements needed for Joint Registry are all available in the CPRS Goggle drive.

Motion to accept the Financial Report was *moved* by Merle Emms and *seconded* by Sean Lewis.

On the topic of costs, Amy also indicated that speakers at professional development events will, from here on, receive a hand-written thank you note and a Tim Horton's coffee card, which seems a popular acknowledgement with presenters.

5. REGISTRY OF JOINT STOCKS: Chris Hansen noted that the Registry officials did not accept her application as provided, but she will send the most recent Scotiabank account statement and the most recent Investors Group statement.

6. PROFESSIONAL DEVELOPMENT: Ten people have so far registered for the upcoming PD session on Wednesday, December 16, 2020 (the holiday social), and Amy will send a reminder to members. One registrant is Wayne Knorr and another is Claire Ryan—both members of the Atlantic Council. The online event will include PR trivia and grammar questions, likely using group (rather than individual) competitors through “team breakout rooms.”

The next PD session is February 2021, on the topic of Black Lives Matter, to coincide with Black History Month.

Motion to accept the Report on Professional Development was *moved* by Amy Thurlow and *seconded* by Melissa Foshay.

7. COMMUNICATIONS: Melissa Foshay said attempts to get a confirmed and current list of student CPRS NS members from national met with no success. She will approach Shelley Murphy, NSCC to get its list.

Discussion:

- Three students have sent in cover letters and resumes (forwarded to Board members before today’s meeting) seeking the NSCC student representative position on the board. **Board members are asked to review their applications and indicate their preference by Monday, December 21.** Melissa will send a reminder on this Friday, December 18.
- MSVU students have selected their student representative: Brianna Merritt and Amy will send a copy of her resume.

Motion: Melissa Foshay *moved acceptance* of her report, and the motion was *seconded* by JoAnn Alberstat.

8. MEMBERSHIP UPDATE: Chris Hansen said she saw little difference since reviewing the last list from CPRS. However, she has begun calls to those whose membership was not renewed. All indicated they had had no invoice or notice of renewal and were surprised and delighted she had called. All had assumed they would hear from national. Chris has left a message for the executive director and for Laura Mills to discuss why no notices have been issued. This lack of renewal notices may have started more than a year ago.



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9. NEXT MEETING DATE: Amy Thurlow will book the next Zoom meeting of the Board for Monday, January 11, 2021, and Tiffany Chase offered to take the minutes for that meeting.

10. Amy Thurlow made the ***Motion to adjourn***, and the meeting ended at 5:27 p.m.